



Township of Middletown
ANNUAL REORGANIZATION MEETING
Sunday, January 07, 2024 at 11:00 AM
One Kings Highway, Middletown, NJ 07748

Agenda

ADMINISTRATION OF THE OATH OF OFFICE OF ELECTED OFFICIALS

MEETING OPENS AT 11:00 A.M. - MEETING STATEMENT:

TO ATTEND THIS MEETING PLEASE FOLLOW THE LINKS BELOW

For instructions and a link to join this meeting from your mobile device or computer please copy and paste the following URL into your browser: <https://tinyurl.com/committee010724>

To call into the meeting, dial 1-408-418-9388. Enter the event access code 2340 725 5531 followed by #. Passcode 2024

The notice requirements provided for in the Open Public Meetings Act have been satisfied. Notice of this meeting was properly given by transmission to The Star Ledger, The Independent, and Two River Times and by posting at the Middletown Township Municipal Building and filing with the Township Clerk all on January 5, 2023.

Committeeman Clarke | Committeeman Hibell

Committeewoman Kratz | Committeeman Perry

Committeeman Settembrino

PLEDGE OF ALLEGIANCE AND INVOCATION

Moment of silence to honor the troops serving worldwide defending our Constitutions, Freedoms, and Way of Life.

MAYOR'S OUTGOING ADDRESS

APPOINTMENT OF TOWNSHIP ATTORNEY

1. 24-01 Resolution Appointment of Township Attorney

ELECTION OF MAYOR AND OATH OF OFFICE

ELECTION OF DEPUTY MAYOR AND OATH OF OFFICE

PRESENTATION OF MAYOR'S ADDRESS

PRESENTATION OF DEPUTY MAYOR'S ADDRESS

OATH OF OFFICE FOR MIDDLETOWN FIRE DEPARTMENT OFFICERS

- [2.](#) 24-02 Appointment of Fire Department Officers

OATH OF OFFICE FOR MIDDLETOWN EMERGENCY MEDICAL SERVICES

- [3.](#) 24-03 Resolution Appointing Middletown Emergency Medical Services Department Officers

Five Minute Recess

CONSENT AGENDA

- [4.](#) 24-04 Resolution Appointing First Municipal Prosecutor
- [5.](#) 24-05 Resolution Appointing Second Municipal Prosecutor
- [6.](#) 24-06 Resolution Appointing Municipal Public Defender
- [7.](#) 24-07 Resolution By The Township Committee, Authorizing Various Volunteer Appointments To The Boards And Commissions Of The Township Of Middletown, Monmouth County, New Jersey
- [8.](#) 24-08 Resolution Authorizing Appointment of Architect of Record
- [9.](#) 24-09 Resolution Appointment of Township Auditor
- [10.](#) 24-10 Resolution Appointment of Bond Counsel
- [11.](#) 24-11 Resolution Appointment of Broker of Record
- [12.](#) 24-12 Resolution Appointment of Township Special Conflicts Counsel
- [13.](#) 24-13 Resolution Appointment of General Special Counsel
- [14.](#) 24-14 Resolution Appointment of Government Affairs Consultant
- [15.](#) 24-15 Resolution Appointment of Grant Writing Consultant
- [16.](#) 24-16 Resolution Appointment of Special Labor Counsel
- [17.](#) 24-17 Resolution Appointment of Township Consulting Engineers
- [18.](#) 24-18 Resolution Appointment of Real Estate Broker/Consultant
- [19.](#) 24-19 Resolution Appointment of Qualified Redevelopment Planner
- [20.](#) 24-20 Resolution Appointment of Tax Appeal Counsel
- [21.](#) 24-21 Resolution Appointment of Complex Commercial Tax Appeal Appraiser/Consultant
- [22.](#) 24-22 Resolution Appointment of Tax Foreclosure Counsel
- [23.](#) 24-23 Resolution Appointment of Workers Compensation Counsel

- [24.](#) 24-24 Resolution Awarding Contract For Third Party Administration of Workers Compensation, Automobile, and General Liability Claims
- [25.](#) 24-25 Resolution Appointment of Employee Assistance Provider
- [26.](#) 24-26 Resolution Appointment of Risk Management Consultant
- [27.](#) 24-27 Resolution Appointment of State Tax Court Appraiser
- [28.](#) 24-28 Resolution Authorizing Award of contract to a Vendor New Jersey Cooperative Contract for Support of Police Department Software
- [29.](#) 24-29 Resolution to Appoint Police Chaplains
- [30.](#) 24-30 Resolution to Appoint Police Physicians
- [31.](#) 24-31 Resolution to Appoint Special I,II, III and Special Crossing Guards
- [32.](#) 24-32 Resolution Establishment of Official Newspapers
- [33.](#) 24-33 Resolution Appointment of Official Searcher
- [34.](#) 24-34 Resolution Appointment of Tax Searcher
- [35.](#) 24-35 Resolution 2024 Annual Meeting Notice
- [36.](#) 24-36 Resolution Establishing Roberts Rules Of Order
- [37.](#) 24-37 Resolution Establishing Standing Rules Of The Township Committee
- [38.](#) 24-38 Resolution Authorizing Pre-Payment Of Certain Bills For 2024
- [39.](#) 24-39 Resolution Appointment Of Official Depositories
40. 24-40 Resolution Authorizing A Temporary Budget For 2024
- [41.](#) 24-41 Resolution Setting Grace Period And Interest Rates For Taxes
- [42.](#) 24-42 Resolution Of The Township Committee Of The Township Of Middletown Authorizing An Accelerated Tax Sale
- [43.](#) 24-43 Resolution Authorizing Tax Collector To Process Certain Small Tax Refunds And Cancellations
- [44.](#) 23-44 Resolution Authorizing Mayor To Execute Cancellations Of Municipal Tax Sale Certificates
- [45.](#) 24-45 Resolution Authorizing Electronic Municipal Lien Tax Sales
- [46.](#) 24-46 Resolution Authorizing Fee For Issuance Of Municipal Tax Sale Notices
- [47.](#) 24-47 Resolution Of The Township Committee Of The Township Of Middletown Authorizing The Submission Of An Application To The NJ Department Of Environmental Protection – Historic Preservation Fund Certified Local Government (CLG) Grant Program FY 2024
- [48.](#) 24-48 Resolution Authorizing Appointment Of The Emergency Management Coordinator

[49.](#) 24-49 Resolution Adopting Prequalification Regulations for the Murray Farmhouse Restoration

OATH OF OFFICE FOR VOLUNTEER APPOINTMENTS

TOWNSHIP COMMITTEE COMMENTS

PUBLIC COMMENTS

ADJOURNMENT

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

RESOLUTION APPOINTING TOWNSHIP ATTORNEY

WHEREAS, pursuant to N.J.S.A. 40A:9-139 and § 7-32A of the Code of the Township of Middletown there exists a need to appoint a qualified individual as Township Attorney to serve as the municipal attorney and designated legal officer for the Township of Middletown; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)) does not require competitive bidding for this position it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5).

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that Brian M. Nelson, Esq., of Spiro Harrison & Nelson LLC, 2 Bridge Avenue, Suite 322, Red Bank, NJ 07701 is hereby appointed Township Attorney for 2024 to perform the duties prescribed pursuant to § 7-32C of the Code of the Township of Middletown.

BE IT FURTHER RESOLVED that notice of this appointment shall be published by the Township Clerk in the Township's official newspaper.

RESOLUTION 24-

APPOINTMENT OF FIRE DEPARTMENT OFFICERS

BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MIDDLETOWN, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY,
as follows:

1. That the following individuals be and they are hereby appointed or reappointed members of the Fire Department pursuant to the "Code of the Township of Middletown" for a full term of one year commencing January 7, 2024 and terminating December 31, 2024.

FIRE CHIEF:	WILLIAM KANE, JR.
DEPUTY CHIEF:	ANTHONY FULCINITI
FIRST ASSISTANT:	DANIEL P. KELLY
SECOND ASSISTANT:	KEVIN MORRISSEY
THIRD ASSISTANT:	JACOB LAWRENCE III

2. The Township Clerk shall send a certified copy of this resolution to each of the following:
 - a. Each appointee as listed above who shall present themselves before the Township Clerk to take and subscribe to the Oath of Office.
 - b. Fire Department

RESOLUTION NO. 24-

**RESOLUTION APPOINTING MIDDLETOWN EMERGENCY
MEDICAL SERVICES DEPARTMENT OFFICERS**

WHEREAS, pursuant to Chapter 28 of the Code of the Township of Middletown (“the Township”), as amended by Ordinance No. 2015-3147, the Township formed an Emergency Medical Services Department to be charged with providing administrative and operational oversight to the Township’s five independent volunteer first aid and rescue squads; and

WHEREAS, pursuant to § 28-3 “[t]he selection of officers and trustees of the EMS Department and their respective terms and conditions to qualify to serve in office shall be determined by the EMS Department’s bylaws, which shall be filed with the Township”; and

WHEREAS, the initial appointments having been requested to be made by the governing body of the Township.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that the following officers shall be and are hereby appointed as the officers of the Middletown Emergency Medical Services Department for 2024:

EMS CHIEF:	BRIAN MCKITTRICK
EMS DEPUTY CHIEF:	MARCO FERNANDES
EMS ASSISTANT CHIEF:	FLOYD GOLDSTEIN

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

Resolution Appointing First Municipal Prosecutor

WHEREAS, pursuant to N.J.S.A. 2B:25-4 and § 7-33 of the Code of the Township of Middletown there exists a need to appoint a qualified attorney as a Municipal Prosecutor for the Township; and

WHEREAS, the Township maintains two Municipal Prosecutor positions for individual court days; and

WHEREAS, pursuant to Local Finance Notice 2005-32, such salaried appointed positions are not subject to the Fair and Open Process.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that John Lane, Esq. is hereby appointed to the First Municipal Prosecutor's position for the Township of Middletown for 2024 to be compensated pursuant to the Township's applicable salary ordinance.

BE IT FURTHER RESOLVED that notice of this appointment shall be published by the Township Clerk in the Township's official newspaper.

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

Resolution Appointing Second Municipal Prosecutor

WHEREAS, pursuant to N.J.S.A. 2B:25-4 and § 7-33 of the Code of the Township of Middletown there exists a need to appoint a qualified attorney as a Municipal Prosecutor for the Township; and

WHEREAS, the Township maintains two Municipal Prosecutor positions for individual court days; and

WHEREAS, pursuant to Local Finance Notice 2005-32, such salaried appointed positions are not subject to the Fair and Open Process.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that Sean Kean, Esq. is hereby appointed to the Second Municipal Prosecutor's position for the Township of Middletown for 2024 to be compensated pursuant to the Township's applicable salary ordinance.

BE IT FURTHER RESOLVED that notice of this appointment shall be published by the Township Clerk in the Township's official newspaper.

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

Resolution Appointing Municipal Public Defender

WHEREAS, pursuant to N.J.S.A. 2B:24-3 there exists a need to appoint a qualified attorney as Municipal Public Defender for the Township; and

WHEREAS, pursuant to Local Finance Notice 2005-32, such salaried appointed positions are not subject to the Fair and Open Process.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that Stanley Wersé, Esq. is hereby appointed Municipal Public Defender for the Township of Middletown for 2024 to be compensated pursuant to the Township's applicable salary ordinance and at an hourly rate specified by ordinance for matters in the Superior Court that may be reimbursed by individuals utilizing the services of the Public Defender.

BE IT FURTHER RESOLVED that notice of this appointment shall be published by the Township Clerk in the Township's official newspaper.

RESOLUTION 24-

RESOLUTION BY THE TOWNSHIP COMMITTEE, AUTHORIZING VARIOUS VOLUNTEER APPOINTMENTS TO THE BOARDS AND COMMISSIONS OF THE TOWNSHIP OF MIDDLETOWN, MONMOUTH COUNTY, NEW JERSEY

BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MIDDLETOWN, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY, as follows:

1. That the following individuals in Schedule A are hereby appointed members of their designated board or commission pursuant to the "Code of the Township of Middletown" for terms as set forth in Schedule A.
2. The Township Clerk shall send a certified copy of this resolution to each of the following:
 - a. Each appointee listed above who shall present themselves before the Township Clerk to take and subscribe to the Oath of Office.
 - b. Boards and Commissions

SEE SCHEDULE A

Item #7.

Board Name	Position	Term	First Name	Last Name	Start	Expiration
America 250 Committee	Seat 1	3 years	Tony	Perry	1/1/2024	12/31/2026
America 250 Committee	Seat 2	3 years	Rick	Hibell	1/1/2024	12/31/2026
America 250 Committee	Seat 3	3 years	Frank	Capone	1/1/2024	12/31/2026
America 250 Committee	Seat 4	3 years	Jacqueline	Tobacco	1/1/2024	12/31/2026
America 250 Committee	Seat 5	3 years	Ted	Maturo	1/1/2024	12/31/2026
America 250 Committee	Seat 6	3 years	Tom	Valenti	1/1/2024	12/31/2026
America 250 Committee	Seat 7	3 years	Gerry	Scharfenberger	1/1/2024	12/31/2026
America 250 Committee	Seat 8	3 years	Heidi	Pieluc	1/1/2024	12/31/2026
America 250 Committee	Seat 9	3 years	Peter	Van Nortwick	1/1/2024	12/31/2026
America 250 Committee	Seat 10	3 years	Serena	Schreiber	1/1/2024	12/31/2026
America 250 Committee	Seat 11	3 years	Anthony	Mercantante	1/1/2024	12/31/2026
America 250 Committee	Seat 12	3 years	Tara	Berson	1/1/2024	12/31/2026
America 250 Committee	Seat 13	3 years	Robert	Siemer	1/1/2024	12/31/2026
Clean Communities Advisory Committee	Seat 1	1 year	Colleen	Lapp	1/1/2024	12/31/2024
Clean Communities Advisory Committee	Seat 2	1 year	Eric	Maggio	1/1/2024	12/31/2024
Clean Communities Advisory Committee	Seat 3	1 year	Valerie	Robertson	1/1/2024	12/31/2024
Clean Communities Advisory Committee	Seat 5	1 year	Ted	Maloney	1/1/2024	12/31/2024
Community Affairs Council	Seat 5	3 years	Mitchell	Gotesky	1/1/2024	12/31/2026
Community Affairs Council	Seat 6	3 years	Larry	Caminiti	1/1/2024	12/31/2026
Community Affairs Council	Seat 7	3 years	Kevin	McCormack	1/1/2024	12/31/2026
Community Assistance Network	Seat 1	1 year	Ryan	Clarke	1/1/2024	12/31/2024
Community Assistance Network	Seat 2	1 year	Jessica	Alfone	1/1/2024	12/31/2024
Community Assistance Network	Seat 4	1 year	Richard	DeBenedetto	1/1/2024	12/31/2024
Economic Development Board	Mayor or Designee	1 year	Tony	Perry	1/1/2024	12/31/2024
Economic Development Board	Seat 5	3 years	Gary	Thompson	1/1/2024	12/31/2026
Economic Development Board	Seat 6	3 years	Gerry	Scharfenberger	1/1/2024	12/31/2026
Economic Development Board	Seat 7	3 years	Michael	Sawyer	1/1/2024	12/31/2026
Environmental Commission	Seat 1	3 years	Martin	Judd	1/1/2024	12/31/2026
Environmental Commission	Seat 2	1 year	John	Spinelli	1/1/2024	12/31/2024
Environmental Commission	Seat 7	2 years	Jason	Foxx	1/1/2024	12/31/2025
Green Team Advisory Committee	Seat 1	1 year	Katelyn	Krynski	1/1/2024	12/31/2024
Green Team Advisory Committee	Seat 2	1 year	Eugenio	Grano	1/1/2024	12/31/2024
Green Team Advisory Committee	Seat 3	1 year	Richard	DeBenedetto	1/1/2024	12/31/2024
Green Team Advisory Committee	Seat 4	1 year	Greg	Lande	1/1/2024	12/31/2024
Green Team Advisory Committee	Seat 5	1 year	Ted	Maloney	1/1/2024	12/31/2024
Green Team Advisory Committee	Seat 6	1 year	Janet	Dellett	1/1/2024	12/31/2024
Green Team Advisory Committee	Seat 7	1 year	Anthony	Mercantante	1/1/2024	12/31/2024
Green Team Advisory Committee	Seat 8	1 year	Pat	Miller	1/1/2024	12/31/2024

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Green Team Advisory Committee	Seat 9	1 year	Michael	Rizzo	1/1/2024	12/31/2024
Historic Preservation Committee	Seat 1	1 year	Ryan	Clarke	1/1/2024	12/31/2024
Historic Preservation Committee	Seat 2	1 year	Roseann	Eteson	1/1/2024	12/31/2024
Historic Preservation Committee	Seat 5	2 years	Tara	Berson	1/1/2024	12/31/2025
Historic Preservation Committee	Seat 6	3 years	Thomas	Valenti	1/1/2024	12/31/2026
Historic Preservation Committee	Seat 7	3 years	Kimberly	Best McCabe	1/1/2024	12/31/2026
Joint Shared Services and Consolidation Advisory Committee	Mayor or Designee	1 year	Tony	Perry	1/1/2024	12/31/2024
Joint Shared Services and Consolidation Advisory Committee	Seat 2	1 year	Rick	Hibell	1/1/2024	12/31/2024
Joint Shared Services and Consolidation Advisory Committee	Seat 3	1 year	Anthony	Mercantante	1/1/2024	12/31/2024
Joint Shared Services and Consolidation Advisory Committee	Seat 4	1 year	Anthony	Fiore	1/1/2024	12/31/2024
Landmarks Commission	Seat 3	3 years	Heidi	Pieluc	1/1/2024	12/31/2026
Landmarks Commission	Seat 5	4 years	Thomas	Valenti	1/1/2024	12/31/2027
Landmarks Commission	Seat 6	1 year	Robert	Kellner	1/1/2024	12/31/2024
Library Board of Trustees	Seat 1	1 year	Kimberly	Kratz	1/1/2024	12/31/2024
Library Board of Trustees	Seat 2	1 year	Cindy	Van Glahn	1/1/2024	12/31/2024
Library Board of Trustees	Seat 6	5 years	John	Rentschler	1/1/2024	12/31/2028
Lincroft Senior Citizen Housing	Seat 7	5 years	Maureen	Raisch	1/1/2024	12/31/2028
Middletown Arts Council	Liaison	1 year	Maureen	Raisch	1/1/2024	12/31/2024
Middletown Housing Authority	Seat 4	5 years	Richard	Kolber	1/1/2024	12/31/2028
Middletown Housing Authority	Seat 5	5 years	Rudolph	Cherney	1/1/2024	12/31/2028
Municipal Alliance	Member	1 year	Jessica	Alfone	1/1/2024	12/31/2024
Municipal Alliance	Member	1 year	Barbara	Amodeo	1/1/2024	12/31/2024
Municipal Alliance	Member	1 year	Donald	Antenucci	1/1/2024	12/31/2024
Municipal Alliance	Member	1 year	Margaret	Bertorelli	1/1/2024	12/31/2024
Municipal Alliance	Member	1 year	Robert	Bucco	1/1/2024	12/31/2024
Municipal Alliance	Member	1 year	Ricardo	Cruz	1/1/2024	12/31/2024
Municipal Alliance	Member	1 year	Michael	Donlon	1/1/2024	12/31/2024
Municipal Alliance	Member	1 year	Janine	Kennedy	1/1/2024	12/31/2024
Municipal Alliance	Member	1 year	Kimberly	Kratz	1/1/2024	12/31/2024
Municipal Alliance	Member	1 year	John	Maguire	1/1/2024	12/31/2024
Municipal Alliance	Member	1 year	Maureen	McGee	1/1/2024	12/31/2024
Municipal Alliance	Member	1 year	Barbara	Micelli	1/1/2024	12/31/2024
Municipal Alliance	Member	1 year	Tony	Perry	1/1/2024	12/31/2024
Municipal Alliance	Member	1 year	Rebecca	Rean	1/1/2024	12/31/2024
Municipal Alliance	Member	1 year	Gerry	Scharfenberger	1/1/2024	12/31/2024
Municipal Alliance	Member	1 year	Frank	Self	1/1/2024	12/31/2024
Municipal Alliance	Member	1 year	Kathy	Straniero	1/1/2024	12/31/2024
Municipal Alliance	Member	1 year	Daniel	Sullivan	1/1/2024	12/31/2024
Municipal Alliance	Member	1 year	Kristie	Topolow	1/1/2024	12/31/2024

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Municipal Alliance	Member	1 year	Craig	Weber	1/1/2024	12/31/2024
Municipal Alliance	Member	1 year	John	Werner	1/1/2024	12/31/2024
Navesink River Municipalities Committee	Member	1 year	Tony	Perry	1/1/2024	12/31/2024
Navesink River Municipalities Committee	Member	1 year	Anthony	Mercantante	1/1/2024	12/31/2024
Open Space Preservation Committee	Seat 1	1 year	Martin	Judd	1/1/2024	12/31/2024
Open Space Preservation Committee	Seat 2	1 year	John	Spinelli	1/1/2024	12/31/2024
Open Space Preservation Committee	Seat 3	1 year	Paul	Gleitz	1/1/2024	12/31/2024
Open Space Preservation Committee	Seat 4	1 year	Victor	Wymbs	1/1/2024	12/31/2024
Open Space Preservation Committee	Seat 5	1 year	Anthony	Mercantante	1/1/2024	12/31/2024
Open Space Preservation Committee	Seat 6	1 year	Tony	Perry	1/1/2024	12/31/2024
Planning Board	Seat 1	1 year	Vlad	Berson	1/1/2024	12/31/2024
Planning Board	Seat 2	1 year	Kevin	Settembrino	1/1/2024	12/31/2024
Planning Board	Seat 3	1 year	John	Rentschler	1/1/2024	12/31/2024
Planning Board	Seat 5	2 years	James	Pisano	1/1/2024	12/31/2025
Planning Board	Seat 10	4 years	Joseph	AmecAngelo	1/1/2024	12/31/2027
Safety Council	Seat 2	1 year	Anthony	Iacovone	1/1/2024	12/31/2024
Safety Council	Seat 4	1 year	Dominick	Donatelli	1/1/2024	12/31/2024
Safety Council	Seat 5	1 year	Edward	Skelly	1/1/2024	12/31/2024
Safety Council	Seat 8	1 year	Robert	Pflegger	1/1/2024	12/31/2024
Safety Council	Seat 9	1 year	Joe	Shade	1/1/2024	12/31/2024
Safety Council	Seat 11	1 year	Cynthia	Bianchi	1/1/2024	12/31/2024
Sewerage Authority	Seat 4	5 years	Michael	Iannaci	1/1/2024	2/1/2029
Veterans Affairs Committee	Seat 5	3 years	William	Bouw	1/1/2024	12/31/2026
Volunteer Corps Advisory Committee	Seat 9	1 year	Anthony	Panzica	1/1/2024	12/31/2024
Youth Athletic Advisory Board	Seat 1	1 year	Michael	Adamson	1/1/2024	12/31/2024
Youth Athletic Advisory Board	Seat 2	1 year	Tiffany	Betz	1/1/2024	12/31/2024
Youth Athletic Advisory Board	Seat 3	1 year	Joseph	Tierney	1/1/2024	12/31/2024
Youth Athletic Advisory Board	Seat 4	1 year	Travis	Torchia	1/1/2024	12/31/2024
Youth Athletic Advisory Board	Seat 5	1 year	Luke	Sims	1/1/2024	12/31/2024
Youth Athletic Advisory Board	Seat 6	1 year	Tim	Gibson	1/1/2024	12/31/2024
Youth Athletic Advisory Board	Seat 7	1 year	Robert	Fischer	1/1/2024	12/31/2024
Youth Athletic Advisory Board	Seat 8	1 year	Joseph	Giunta	1/1/2024	12/31/2024
Youth Athletic Advisory Board	Seat 9	1 year	Joseph	Grasso	1/1/2024	12/31/2024
Youth Athletic Advisory Board	Seat 10	1 year	James	Lennon	1/1/2024	12/31/2024
Youth Athletic Advisory Board	Seat 11	1 year	Rick	O'Donnell	1/1/2024	12/31/2024

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Youth Athletic Advisory Board	Seat 12	1 year	Matthew	Riordan	1/1/2024	12/31/2024
Youth Athletic Advisory Board	Seat 13	1 year	Jessica	Ormsbee	1/1/2024	12/31/2024
Zoning Board of Adjustment	Seat 5	4 years	Andrew	Bane	1/1/2024	12/31/2027
Zoning Board of Adjustment	Seat 6	4 years	William	Hibell	1/1/2024	12/31/2027
Zoning Board of Adjustment	Alternate I	2 years	Roberta	Sheridan	1/1/2024	12/31/2025
Zoning Board of Adjustment	Alternate III	2 years	Steven	Shanker	1/1/2024	12/31/2025

RESOLUTION NO. 24-**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH****RESOLUTION AWARDING PROFESSIONAL SERVICES
CONTRACT FOR ARCHITECT OF RECORD**

WHEREAS, the Township of Middletown (the "Township") regularly needs the services of a licensed professional architect for work and planning being done at multiple Township facilities; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)) does not require competitive bidding for this position it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5); and

WHEREAS, DMR Architects has been working with the Township and have been recommended by the Township Administrator to continue such work; and

WHEREAS, subject to the certification of availability of funds by the Chief Financial Officer, DMR Architects is qualified and has agreed to provide professional licensed architectural services, as requested, pursuant to the rate schedules provided for in its proposal for 2024.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that DMR Architects is hereby awarded a professional services contract to serve as the Township's Architect of Record for 2024 pursuant to the rate schedules provided in their proposal.

BE IT FURTHER RESOLVED that the Mayor and the Clerk are hereby authorized and directed to execute an Agreement for the provision of such professional services, a copy of which shall be maintained by the Clerk and advertised in the Township's official newspaper pursuant to law.

RESOLUTION NO. 24-**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH****RESOLUTION AWARDING PROFESSIONAL
SERVICES CONTRACT FOR TOWNSHIP AUDITOR**

WHEREAS, pursuant to N.J.S.A. 40A:5-4 there exists a need for the Township to retain the services of a qualified Registered Municipal Accountant (“RMA”) to conduct the Township’s annual audit and related professional services as needed; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)) does not require competitive bidding for this position it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5); and

WHEREAS, subject to the certification of availability of funds by the Chief Financial Officer, Robert Swisher, RMA of the firm of Suplee, Clooney & Company has agreed to serve as the Township Auditor for the sum of \$93,000, plus hourly rates ranging from \$90 to \$200.00 for special projects for 2024.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that Robert Swisher, RMA of the firm of Suplee, Clooney & Company, 308 East Broad Street, Westfield, New Jersey 07090 is hereby awarded a professional services contract to serve as the Township Auditor for 2024 for the sum of \$93,000.

BE IT FURTHER RESOLVED that the Mayor and the Clerk are hereby authorized and directed to execute an Agreement for the provision of such professional services, a copy of which shall be maintained by the Clerk and advertised in the Township’s official newspaper pursuant to law.

RESOLUTION NO. 24-**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH****RESOLUTION AWARDING PROFESSIONAL
SERVICE CONTRACT FOR BOND COUNSEL**

WHEREAS, pursuant to § 4-32E of the Code of the Township of Middletown there exists a need to appoint an individual or law firm to serve as special counsel to the Township of Middletown as bond counsel as may be needed; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)) does not require competitive bidding for this position it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5); and

WHEREAS, subject to the certification of availability of funds by the Chief Financial Officer, the law firm of Gibbons PC, One Gateway Center, Newark, New Jersey 07102, has qualified and agreed to provide legal counseling as Bond Counsel at transactional rates specified by contract, exclusive of filing fees, legal research, or other reasonable approved expenses.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that the law firm of Gibbons PC is hereby awarded a professional services contract for the provision of legal services as Bond Counsel to the Township as needed during 2023 per the rates included in their proposal.

BE IT FURTHER RESOLVED that the Mayor and the Clerk are hereby authorized and directed to execute an Agreement for the provision of such professional services, a copy of which shall be maintained by the Clerk and advertised in the Township's official newspaper pursuant to law.

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

**RESOLUTION AWARDING PROFESSIONAL SERVICES
CONTRACT FOR BROKER OF RECORD**

WHEREAS, the Township requires the services of a Broker of Record to procure prescription, excess liability and other potential coverages for the Township’s primarily self-insured funds; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(m)) does not require competitive bidding for this position it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5); and

WHEREAS, Acrisure D/B/A Doyle Alliance Group is qualified and has agreed to serve as the Broker of Record for the Township with fees for insurance placement services anticipated to be paid through customary brokerage commissions and fees paid by carriers resulting in minimal or no direct cost to or payments by the Township.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that Acrisure D/B/A Doyle Alliance Group, 1460 Route 9 North Suite 307, Woodbridge, New Jersey 07095 is hereby awarded a professional services contract to serve as the Township’s Broker of Record for 2024.

BE IT FURTHER RESOLVED that the Mayor and the Clerk are hereby authorized and directed to execute an Agreement for the provision of such professional services, a copy of which shall be maintained by the Clerk and advertised in the Township’s official newspaper pursuant to law.

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

**RESOLUTION AWARDING PROFESSIONAL
SERVICE CONTRACTS FOR SPECIAL CONFLICTS COUNSEL**

WHEREAS, pursuant to § 4-32E of the Code of the Township of Middletown there exists a need to appoint individuals or law firms to serve as special counsel to the Township of Middletown to address legal matters in which the Township Attorney or General Special Counsel may have a conflict under the New Jersey Court Rules or other applicable laws or regulations; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)) does not require competitive bidding for this position it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5); and

WHEREAS, based on the recommendation of the Township Administrator the law firms of King, Moench & Collins LLP, Dasti & Staiger, LLC and Malamut & Associates, LLC are qualified and have agreed to serve as Special Conflicts Counsel.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that the law firms of King, Moench & Collins LLP, Dasti & Staiger, LLC and Malamut & Associates, LLC are hereby awarded professional services contracts for the provision of legal services at the rates set forth in their respective proposals as Special Conflicts Counsel to the Township as needed during 2024 for an estimated amount not to exceed as follows:

- 1) Dasti & Staiger, LLC - \$35,000.00
- 2) Malamut & Associates, LLC - \$25,000.00
- 3) King, Moench & Collins LLP - \$15,000.00

BE IT FURTHER RESOLVED that the Mayor and the Clerk are hereby authorized and directed to execute Agreements for the provision of such professional services, copies of which shall be maintained by the Clerk and advertised in the Township’s official newspaper pursuant to law.

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

**RESOLUTION AWARDING PROFESSIONAL SERVICE
CONTRACTS FOR GENERAL SPECIAL COUNSEL**

WHEREAS, pursuant to § 4-32E of the Code of the Township of Middletown there exists a need to appoint individuals or law firms to serve as special counsel to the Township of Middletown to handle general litigation, transactions and other legal representation as may be needed; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)) does not require competitive bidding for this position it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5); and

WHEREAS, subject to the certification of availability of funds by the Chief Financial Officer, the law firm of Spiro, Harrison, & Nelson LLC, 2 Bridge Avenue, Suite 322 Red Bank, NJ 07701 is qualified and agrees to handle general litigation, transactions and other legal representation as needed for a flat fee of \$390,000.00 for 2024, with additional total NTEs of \$60,000 for Affordable Housing , \$150,000 for Condemnation matters, and \$120,000 for Port Monmouth Flood Control matters, and other escrowed matters being set by applicable project escrow agreements, exclusive of fees for witnesses, experts, filing fees, legal research, title work, or other reasonable allowable expenses.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that the law firm of Spiro Harrison & Nelson is hereby awarded a professional service contract for the provision of legal services as General Special Counsel to the Township to handle general litigation, transactions, and provide other legal representation as needed for a flat fee of \$390,000 (exclusive of allowable expenses) for 2024.

BE IT FURTHER RESOLVED that the law firm of Spiro Harrison & Nelson may also charge a blended hourly rate of \$195 per hour for affordable housing related matters to be paid from the Township’s Affordable Housing Trust Fund in an amount estimated not to exceed \$60,000 exclusive of allowable expenses.

BE IT FURTHER RESOLVED that the law firm of Spiro Harrison & Nelson may also charge a blended hourly rate of \$195 per hour for Port Monmouth Flood Control matters in an amount estimated not to exceed \$120,000 exclusive of allowable expenses.

BE IT FURTHER RESOLVED that the law firm of Spiro Harrison & Nelson may also charge a blended hourly rate of \$195 per hour for open space condemnation matters in an amount estimated not to exceed \$150,000 exclusive of allowable expenses.

BE IT FURTHER RESOLVED that the Mayor and the Clerk are hereby authorized and directed to execute an Agreement for the provision of such professional services, copies of which shall be maintained by the Clerk and advertised in the Township's official newspaper pursuant to law.

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

**RESOLUTION AWARDING PROFESSIONAL SERVICE
CONTRACT FOR EXTRAORDINARY UNSPECIFIABLE
SERVICE FOR GOVERNMENTAL AFFAIRS CONSULTANT**

WHEREAS, the Township of Middletown has sought the services of a governmental affairs consultant to seek opportunities to help offset future increases in property taxes and assist the Township on a wide array of issues and concerns the Township has with the State of New Jersey; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)) does not require competitive bidding for this position it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5); and

WHEREAS, subject to the certification of availability of funds by the Chief Financial Officer, CLB Partners LLC is qualified and agrees to provide governmental affairs consulting services for a flat monthly retainer of \$5,000, exclusive of reasonably approved expenses.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that CLB Partners LLC, 130 West State Street, Trenton, New Jersey 08608 is hereby awarded a contract for governmental affairs consulting services for a flat monthly retainer of \$5,000, exclusive of reasonably approved expenses, for 2024 for an estimated contract amount not to exceed \$60,000.

BE IT FURTHER RESOLVED that the Mayor and the Clerk are hereby authorized and directed to execute an Agreement for the provision of such services, a copy of which shall be maintained by the Clerk and advertised in the Township's official newspaper pursuant to law.

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

**RESOLUTION AWARDING PROFESSIONAL SERVICE
CONTRACT FOR EXTRAORDINARY UNSPECIFIABLE
SERVICE FOR GRANT WRITING CONSULTANT**

WHEREAS, the Township of Middletown has sought the services of a grant writing consultant to seek out both public and private grant opportunities to help offset future increases in property taxes; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)) does not require competitive bidding for this position as an extraordinary unspecifiable service, it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5); and

WHEREAS, subject to the certification of availability of funds by the Chief Financial Officer, Millennium Strategies LLC has qualified and agreed to provide grant writing consulting services for a flat monthly retainer of \$3,300 inclusive of fees, travel and associated expenses.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that Millennium Strategies LLC is hereby awarded a contract for grant writing consulting services for a flat monthly retainer of \$3,300 inclusive of fees, travel and associated expenses for 2024 for an estimated contract amount not to exceed \$39,600.

BE IT FURTHER RESOLVED that the Mayor and the Clerk are hereby authorized and directed to execute an Agreement for the provision of such services, a copy of which shall be maintained by the Clerk and advertised in the Township’s official newspaper pursuant to law.

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

**RESOLUTION AWARDING PROFESSIONAL SERVICE
CONTRACT FOR SPECIAL LABOR COUNSEL**

WHEREAS, pursuant to § 4-32E of the Code of the Township of Middletown there exists a need to appoint an individual or law firm to serve as special counsel to the Township of Middletown to handle labor matters as may be needed; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)) does not require competitive bidding for this position it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5); and

WHEREAS, subject to the certification of availability of funds by the Chief Financial Officer, the law firm of O’Toole & Scrivo LLC has qualified and agreed to provide legal services in relation to Special Labor Counsel matters at a rate of \$195 per hour, exclusive of fees for witnesses, experts, filing fees, legal research, or other reasonable approved expenses.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that the law firm of O’Toole & Scrivo LLC, 14 Village Park Rd, Cedar Grove, New Jersey 07009 is hereby awarded a professional services contract for the provision of legal services as Special Labor Counsel to the Township as needed during 2024 for an estimated amount not to exceed \$75,000.

BE IT FURTHER RESOLVED that the Mayor and the Clerk are hereby authorized and directed to execute an Agreement for the provision of such professional services, a copy of which shall be maintained by the Clerk and advertised in the Township’s official newspaper pursuant to law.

RESOLUTION NO. 24

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

**RESOLUTION AWARDING PROFESSIONAL SERVICES
CONTRACTS FOR QUALIFIED CONSULTING ENGINEERS**

WHEREAS, there exists a need for the Township to retain the services of qualified and licensed engineering firms to provide professional engineering services in relation to the maintenance of the Township’s 400 miles of roadway, parks and other facilities, and to provide planning and review services that cannot be addressed entirely by the Township Engineer; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)) does not require competitive bidding for this position it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5); and

WHEREAS, the Township has determined to appoint multiple qualified consulting engineering firms to be assigned on a case-by-case basis by the Township Engineer based on expertise, availability and pricing; and

WHEREAS, the engineering firms of T&M Associates, Colliers Engineering & Design, Boro Engineering, Suburban Consulting Engineers, Remington & Vernick Engineers, Greenman-Pederson, Inc., CME Associates, and French & Parrello Associates are all qualified and have agreed to provide professional engineering services pursuant to the rate schedules provided for in their respective proposals for 2024, subject to the Certification of availability of funds being provided by the Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that the engineering firms of T&M Associates, Colliers Engineering & Design, Boro Engineering, Suburban Consulting Engineers, Remington & Vernick Engineers, Greenman-Pederson, Inc., CME Associates, and French & Parrello Associates are hereby offered and awarded professional services contracts to serve as Qualified Consulting Engineers for 2024 pursuant to the rate schedules provided for in their proposals for 2024.

BE IT FURTHER RESOLVED that the Mayor and the Clerk are hereby authorized and directed to execute Agreements for the provision of such professional services, copies of which shall be maintained by the Clerk and advertised in the Township’s official newspaper pursuant to law.

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

**RESOLUTION AWARDING PROFESSIONAL SERVICE
CONTRACT FOR REAL ESTATE BROKER/CONSULTANT**

WHEREAS, the Township of Middletown has sought the services of a real estate broker/consultant to assist with the disposition of governmental properties for purchase, sale and/or lease; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)) does not require competitive bidding for this position it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5); and

WHEREAS, subject to the certification of availability of funds by the Chief Financial Officer, Otteau Group, Inc. is qualified and agrees to provide real estate broker/consultant services per the rates included in their proposal.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that Otteau Group, Inc., 100 Matawan Road, Suite 320, Matawan, New Jersey 07747 is hereby awarded a contract for real estate broker/consulting services per their proposed fee schedule, for 2024.

BE IT FURTHER RESOLVED that the Mayor and the Clerk are hereby authorized and directed to execute an Agreement for the provision of such services, a copy of which shall be maintained by the Clerk and advertised in the Township’s official newspaper pursuant to law.

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

**RESOLUTION AWARDING PROFESSIONAL SERVICES
CONTRACTS FOR QUALIFIED REDEVELOPMENT PLANNERS**

WHEREAS, there exists a need for the Township to retain the services of qualified and licensed professional planners or firms to assist the Township on a number of ongoing and impending redevelopment projects; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)) does not require competitive bidding for this position it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5); and

WHEREAS, the Township has determined to appoint multiple qualified planning firms to be assigned on a case-by-case basis by the Township based on expertise, availability and pricing; and

WHEREAS, the firms of T&M Associates, CME Associates, Colliers Engineering & Design and DMR Architects are qualified and have agreed to provide professional redevelopment planning services pursuant to the rate schedules provided for in their respective proposals for 2024, subject to the Certification of availability of funds being provided by the Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that the firms of T&M Associates, CME Associates, Colliers Engineering & Design and DMR Architects are hereby offered and awarded professional services contracts to serve as Qualified Redevelopment Planners for 2024 pursuant to the rate schedules provided for in their proposals for 2024.

BE IT FURTHER RESOLVED that the Mayor and the Clerk are hereby authorized and directed to execute Agreements for the provision of such professional services, copies of which shall be maintained by the Clerk and advertised in the Township’s official newspaper pursuant to law.

RESOLUTION NO. 24-**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH****RESOLUTION AWARDING PROFESSIONAL SERVICE
CONTRACTS FOR TAX APPEAL COUNSEL**

WHEREAS, pursuant to § 4-32E of the Code of the Township of Middletown there exists a need to appoint an individual or law firm to serve as special counsel to the Township of Middletown to handle legal matters relating to tax appeals as may be needed; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)) does not require competitive bidding for this position it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5); and

WHEREAS, subject to the certification of availability of funds by the Chief Financial Officer, the law firm of Levin, Shea, Pfeiffer & Goldman PA, has qualified and agreed to provide these services for \$165 per hour, for a total estimated amount not to exceed \$50,000, exclusive of fees for witnesses, experts, filing fees, legal research, title work, or other reasonable approved expenses; and

WHEREAS, subject to the certification of availability of funds by the Chief Financial Officer, the law firm of Zager Fuchs, PC, has qualified and agreed to provide these services for \$185 per hour, for a total estimated amount not to exceed \$30,000, exclusive of fees for witnesses, experts, filing fees, legal research, title work, or other reasonable approved expenses; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that the law firms of Levin, Shea, Pfeiffer & Goldman PA and Zager Fuchs, PC are hereby awarded professional service contracts for the provision of legal services as Special Tax Appeal Counsel to the Township as needed during 2024.

BE IT FURTHER RESOLVED that the Mayor and the Clerk are hereby authorized and directed to execute Agreements for the provision of such professional services, copies of which shall be maintained by the Clerk and advertised in the Township's official newspaper pursuant to law.

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

**RESOLUTION AWARDING PROFESSIONAL SERVICES
CONTRACT FOR COMPLEX COMMERCIAL TAX APPEAL APPRAISER/CONSULTANT**

WHEREAS, there exists a need for the Township to retain the services of qualified and licensed firms to assist the Township on a number of ongoing and impending commercial tax appeal projects; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)) does not require competitive bidding for this position it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5); and

WHEREAS, the firm of Otteau Group, Inc. is qualified and has agreed to provide professional commercial tax appeal services pursuant to the rate schedules provided in their respective proposals for 2024, subject to the Certification of availability of funds being provided by the Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that the firm of Otteau Group, Inc., is hereby offered and awarded a professional service contract to serve as Complex Commercial Tax Appeal Appraiser/Consultant for 2024 pursuant to the rate schedules provided in their proposals for 2024.

BE IT FURTHER RESOLVED that the Mayor and the Clerk are hereby authorized and directed to execute Agreements for the provision of such professional services, copies of which shall be maintained by the Clerk and advertised in the Township’s official newspaper pursuant to law.

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH
RESOLUTION AWARDING A PROFESSIONAL SERVICE
CONTRACT FOR TAX FORECLOSURE COUNSEL**

WHEREAS, pursuant to § 4-32E of the Code of the Township of Middletown there exists a need to appoint an individual or law firm to serve as special counsel to the Township of Middletown to handle legal matters relating to tax foreclosures as may be needed; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)) does not require competitive bidding for this position it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5); and

WHEREAS, subject to the certification of availability of funds by the Chief Financial Officer, the law firm of Malamut & Associates has qualified and agreed to provide these services for \$170 per hour, for a total estimated amount not to exceed \$25,0000, exclusive of fees for witnesses, experts, filing fees, legal research, title work, or other reasonable approved expenses; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that the law firm of Malamut Associates, 457 Haddonfield Road, suite 500, Cherry Hill, NJ 08002 is hereby awarded a professional service contract for the provision of legal services as Special Tax Foreclosure Counsel to the Township as needed during 2024.

BE IT FURTHER RESOLVED that the Mayor and the Clerk are hereby authorized and directed to execute Agreements for the provision of such professional services, copies of which shall be maintained by the Clerk and advertised in the Township’s official newspaper pursuant to law.

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

**RESOLUTION AWARDING PROFESSIONAL SERVICE
CONTRACTS FOR WORKERS COMPENSATION COUNSEL**

WHEREAS, pursuant to § 4-32E of the Code of the Township of Middletown there exists a need to appoint an individual or law firm to serve as special counsel to the Township of Middletown to handle workers compensation matters as may be needed; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)) does not require competitive bidding for this position it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5); and

WHEREAS, the law firms of Malamut & Associates LLC and Capehart & Scatchard PA are qualified and agree to provide legal services in relation workers compensation matters; and

WHEREAS, subject to the certification of availability of funds by the Chief Financial Officer, the law firm of Malamut & Associates LLC has agreed to perform legal services at a rate of \$170 per hour plus reimbursables, estimated not to exceed \$17,500.00, exclusive of fees for witnesses, experts, filing fees, legal research, or other reasonable allowable expenses; and

WHEREAS, subject to the certification of availability of funds by the Chief Financial Officer, the law firm of Capehart & Scatchard PA has agreed to perform legal services at a rate of \$165 per hour plus reimbursables, estimated not to exceed \$17,500.00, exclusive of fees for witnesses, experts, filing fees, legal research, or other reasonable allowable expenses; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that the law firms of Malamut & Associates LLC and Capehart & Scatchard PA are hereby awarded professional service contracts for the provision of legal services as Special Workers Compensation Counsel to the Township, as needed, during 2024 for an estimated amount not to exceed \$17,500.00 each.

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

**RESOLUTION AWARDING PROFESSIONAL INSURANCE-RELATED SERVICES
CONTRACT FOR THIRD PARTY ADMINISTRATION OF WORKERS
COMPENSATION, AUTOMOBILE AND GENERAL LIABILITY CLAIMS**

WHEREAS, the Township requires the services of a third party administrator to assist in the processing of the Township’s various self-insured claims for worker’s compensation, automobile and general liability; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(m)) does not require competitive bidding for this position as an insurance related contract, it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5) with four bids having been received and considered for the position; and

WHEREAS, subject to the certification of availability of funds by the Chief Financial Officer, Inservco Insurance Services, Inc. is qualified and has agreed to serve as the Township’s third-party administrator for the processing of self-insured workers compensation, automobile and general liability claims for 2024 for a flat rate of \$45,760.00 plus fees for the year.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that Inservco Insurance Services, Inc., Two North Second Street, Harrisburg, PA 17101 is hereby awarded a professional services contract to serve as the Township’s third party administrator for the processing of self-insured workers compensation, automobile and general liability claims for 2024 for a flat rate of \$45,760.00, plus fees for the year.

BE IT FURTHER RESOLVED that the Mayor and the Clerk are hereby authorized and directed to execute an Agreement for the provision of such professional services, a copy of which shall be maintained by the Clerk and advertised in the Township’s official newspaper pursuant to law.

RESOLUTION NO. 24-**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH****RESOLUTION AWARDING NON-FAIR AND OPEN
CONTRACT FOR EMPLOYEE ASSISTANCE PROVIDER**

WHEREAS, the Township has found that it is beneficial to have in place an Employee Assistance Program, which is a third-party professional agency providing counseling and referral services for employees and their dependents, and the program has worked well for several years helping reduce the Township's health benefits and other costs; and

WHEREAS, the Township wishes to continue to retain the services of Preferred Behavioral Health Group, a non-profit organization, as its Employee Assistance Provider; and

WHEREAS, subject to the certification of availability of funds by the Chief Financial Officer, Preferred Behavioral Health Group is qualified and has agreed to provide professional services in relation to the provision of employee assistance.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that Preferred Behavioral Health Group of Lakewood, New Jersey is hereby awarded a contract for the provision of the Township's employee assistance program as needed during 2024 for an amount estimated not to exceed \$9,000, plus \$60 per employee session to which such services are provided.

BE IT FURTHER RESOLVED that the Mayor and the Clerk are hereby authorized and directed to execute an Agreement for the provision of such professional services, a copy of which shall be maintained by the Clerk and advertised in the Township's official newspaper pursuant to law.

RESOLUTION NO. 24-**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH****RESOLUTION AWARDING PROFESSIONAL SERVICES
CONTRACT FOR RISK MANAGEMENT CONSULTANT**

WHEREAS, the Township requires various insurance coverages, including automobile, general liability, workers compensation, employee health, prescription, dental, and other insurance coverages, and requires assistance in soliciting and reviewing insurance proposals and assessments as to traditional insurance coverages and policies as well as alternative forms of coverage through self-insurance, municipal self-insurance funds, and combinations of same, and requires the services of a licensed professional insurance brokers in order to solicit and assess such various insurance policies and carriers and alternative coverages and provide risk management consulting services, and also to serve as the risk management representative to the Monmouth County Joint Insurance Fund (JIF), through which the Township is also a participant and insured; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(m)) does not require competitive bidding for this position it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5); and

WHEREAS, Danskin Insurance Agency, Inc. & Connor, Strong, & Buckelew is qualified and has agreed to provide such insurance-related services with fees for insurance placement services anticipated to be paid through customary brokerage commissions and fees paid by the Insurance companies and/or Joint Insurance Funds to the broker/risk management consultant, and it is anticipated that the services provided will result in minimal or no direct cost to or payments by the Township.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that Danskin Insurance Agency, Inc. & Connor, Strong, & Buckelew is hereby awarded a professional services contract to serve as the Township's Risk Management Consultant for 2024.

BE IT FURTHER RESOLVED that the Mayor and the Clerk are hereby authorized and directed to execute an Agreement for the provision of such professional services, a copy of which shall be maintained by the Clerk and advertised in the Township's official newspaper pursuant to law.

RESOLUTION NO. 24-**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH****RESOLUTION AWARDING PROFESSIONAL SERVICES
CONTRACTS FOR STATE TAX COURT APPRAISER**

WHEREAS, there exists a need for the Township to retain the services of qualified and licensed firms to assist the Township on a number of ongoing and impending state tax court projects; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)) does not require competitive bidding for this position it was nevertheless advertised pursuant to the Fair and Open Process (N.J.S.A. 19:44A-20.5); and

WHEREAS, the firm of Otteau Group, Inc. is qualified and has agreed to provide professional commercial tax appeal services pursuant to the rate schedule provided for in their proposal for 2024, subject to the Certification of availability of funds being provided by the Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that the firm of Otteau Group, Inc., is hereby offered and awarded a professional service contract to serve as State Tax Court Appraiser for 2024 pursuant to the rate schedule provided for in their proposal for 2024.

BE IT FURTHER RESOLVED that the Mayor and the Clerk are hereby authorized and directed to execute Agreements for the provision of such professional services, copies of which shall be maintained by the Clerk and advertised in the Township's official newspaper pursuant to law.

RESOLUTION 24-xxx**Authorizing Award of Contract for Annual Maintenance and Support of Police Department Software through the New Jersey Cooperative Purchasing Alliance**

WHEREAS, the Township may without advertising for bids, purchase any materials, supplies or equipment entered into on behalf of the New Jersey Cooperative Purchasing Alliance (Co-Op #11BCCP) pursuant to the provision of N.J.S.A. 40A:11-11: and

WHEREAS, SHI International, has been awarded the NJCPA Contract No. 22-24 for Computer Equipment & Peripherals; and

WHEREAS, under Contract 22-24, SHI International, can provide Annual Maintenance and Support of Police Department Software ; and

WHEREAS, the Chief Financial Officer for the Township of Middletown has certified that free and unencumbered funds in the amount of \$70,653.13 are available for this purpose in account/line-item number 3-01-25-240-100-232. A copy of the said certification is attached hereto and made part hereof.

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Middletown, County of Monmouth, State of New Jersey that the Township of Middletown enter into an agreement with SHI International for Annual Maintenance and Support of Police Department software to SHI International in the amount of \$70,653.13.

TOWNSHIP OF MIDDLETOWN

COUNTY OF MONMOUTH

APPOINTMENT OF POLICE CHAPLAINS

BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MIDDLETOWN, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY, as follows:

- 1. That the following individuals are hereby appointed Police Chaplains of Middletown Township for the year 2024:

REVEREND DR. DANIEL CORREA
REVERAND DR. DERRICK DOHERTY
FATHER LUIGI HARGAIN
FATHER JEFF KEIGLEY
FATHER DANIEL C. HESKO
REVERAND DONALD MAGAW
DEACON JAMES NEUBAUER, COLONEL, USMC (ret.)
CHAPLIN JOSEPH PEZZANO
RABBI SHMAYA GALPERIN

- 2. The Township Clerk shall send a certified copy of this resolution to each of the following:
a. Each appointee as listed above who shall present themselves before the Township Clerk to take and subscribe to the Oath of Office.
b. Police Department

MIDDLETOWN TOWNSHIP COMMITTEE

Table with 5 columns: Committee Member, Approved, Opposed, Abstain, Absent. Rows include R. Clarke, R. Hibell, K. Kratz, K. Settembrino, T. Perry.

CERTIFICATION

I, Kaaren Sena, Deputy Township Clerk of the Township of Middletown, hereby certify the foregoing to be a true copy of a resolution adopted by the Middletown Township Committee at their meeting held January 2, 2024.

WITNESS, my hand and the seal of the Township of Middletown this 2nd day of January 2024.

Kaaren Sena, Deputy Township Clerk

RESOLUTION 24-09

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

APPOINTMENT OF POLICE PHYSICIANS

BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MIDDLETOWN, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY, as follows:

- 1. That the following individuals be and they are hereby appointed Police Physicians pursuant to the "Code of the Township of Middletown" for the year 2024.

HACKENSACK MERIDIAN / RIVERVIEW MEDICAL CENTER OCCUPATIONAL HEALTH UNIT

For Department K9's
DR. BEVERLY J. DROZD, DVM
HOME VETERINARY SERVICES OF BELFORD

- 2. The Township Clerk shall send a certified copy of this resolution to each of the following:
 - a. Each appointee as listed above who shall present themselves before the Township Clerk to take and subscribe to the Oath of Office.
 - b. Police Department

MIDDLETOWN TOWNSHIP COMMITTEE

Committee Member	Approved	Opposed	Recuse	Absent
R. Clarke				
R. Hibell				
K. Kratz				
K. Settembrino				
T. Perry				

CERTIFICATION

I, Kaaren Sena, Deputy Township Clerk of the Township of Middletown, hereby certify the foregoing to be a true copy of a resolution adopted by the Middletown Township Committee at their meeting held January 2, 2024.

WITNESS, my hand and the seal of the Township of Middletown this 2nd day of January 2024.

Kaaren Sena, Deputy Township Clerk

**RESOLUTION 24-10
TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

**APPOINTMENT OF SPECIAL LAW ENFORCEMENT OFFICERS - CLASS
I, II, III and SPECIAL CROSSING GUARDS**

WHEREAS, the Township Administrator and Chief of Police have previously recommended that the structure of the Police Department be adjusted to include allowing the appointment of certain Special Law Enforcement Officers (Class I and Class II); and Special Crossing Guards.

WHEREAS, § 44-7B of the Code of the Township of Middletown (1996) was amended and supplemented by Ordinance No. 2015-3136; and

WHEREAS, the Chief of Police has complied with the provisions of N.J.S.A.40A:14-146.1 regarding the appointment of Special Law Enforcement Officers and Special Crossing Guards, represents that the applicants named below meet all of the requirements set forth by statute and recommends the appointment.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MIDDLETOWN, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY, as follows:

1. That the following individuals are hereby appointed as Special Law Enforcement Officers – Class I, II, and Special Crossing Guards in the Middletown Township Police Department for the calendar year of 2022.

Special Law Enforcement Officers Class I –

- | | | |
|----------------------------------|-------------------------|--------------------------|
| Frank Lotorto | Austin McKnight | Jason Stevenson |
| Robert Poss | Wilson Cartagena | Shaun Sullivan |
| Michelle Quinonez-Sanchez | Liam Smith | Charles Hogan |
| Hayleigh Colucci | Sebastian Martin | Patrick Smit |
| | Brandon Saghafi | Kenneth Fernandez |

Special Law Enforcement Officers Class II –

- | | |
|---------------------------|-----------------------|
| David L. Chenoweth | James Courtney |
| James T. Davis II | Trevor Brey |

Special Law Enforcement Officers Class III

- | | | |
|----------------------------|--------------------------|---------------------------|
| Christopher Algeri | Carl Castellano | John Cunnigham |
| Christopher English | Richard Knochel | Charles Loeffler |
| Thomas Melvin | Michael Nordstrom | William Strohkirch |
| Mark Ward | Michael Leeman | Michael Donahue |
| Antonio Tavares | Fernando Valente | Charles Zulla |
| Patrick Jacques | Christian Howlett | Daniel Freitag |
| James Toth | | |

**Special Crossing Guards -
Matthew Viaud**

- 2. The Township Clerk shall send a certified copy of this resolution to each of the following:
 - a. Each appointee as listed above who shall present themselves before the Township Clerk to take and subscribe to the Oath of Office.
 - b. Police Department

MIDDLETOWN TOWNSHIP COMMITTEE

Committee Member	Approved	Opposed	Abstain	Absent
R. Clarke				
R. Hibell				
K. Kratz				
K. Settembrino				
T. Perry				

CERTIFICATION

I, Kaaren Sena, Deputy Township Clerk of the Township of Middletown, hereby certify the foregoing to be a true copy of a resolution adopted by the Middletown Township Committee at their meeting held January 2, 2024.

WITNESS, my hand and the seal of the Township of Middletown this 2nd day of January 2024.

Kaaren Sena, Deputy Township Clerk

RESOLUTION 24-

Establishment of Official Newspapers

BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MIDDLETOWN, COUNTY OF MONMOUTH, STATE OF NEW JERSEY, as follows:

1. During the year 2024, the official newspapers for this municipality shall be The Two River Times and The Asbury Park Press pursuant to NJSA 40:53-1 and NJSA 40:53-2.

2. A certified copy of this resolution shall be provided by the Township Clerk to each of the following:

- a. The Two River Times
- b. The Asbury Park Press

RESOLUTION 24-

Appointment of Official Searcher

BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MIDDLETOWN, COUNTY OF MONMOUTH, STATE OF NEW JERSEY, as follows:

1. Heidi R. Pieluc, Township Clerk, be and is hereby appointed Official Searcher for improvements made or to be made and assessed locally for the year 2024.
2. A certified copy of this resolution shall be provided by the Township Clerk to each of the following:
 - a. Township Clerk
 - b. Comptroller

RESOLUTION 24-

Appointment of Tax Searcher

BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MIDDLETOWN, COUNTY OF MONMOUTH, STATE OF NEW JERSEY,
as follows:

1. Debra Marchetti, Tax Collector, be and he is hereby appointed Official Searcher for improvements made or to be made and assessed locally for the year 2024.
2. A certified copy of this resolution shall be provided by the Township Clerk to each of the following:
 - a. Debra Marchetti
 - b. Comptroller

RESOLUTION 24-
TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH
ANNUAL MEETING NOTICE

WHEREAS, the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) provides for the giving of the annual notice by public bodies of the time, date and location of the regular meetings of such public body to be held during the succeeding year; and

WHEREAS, the Open Public Meetings Act hereinafter referred to as The Act, authorizes a public body to make certain other determinations and take certain other actions in conformance therewith.

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

1. Regular meetings of this committee shall be held during the 2024 calendar year at 7:00 p.m. at the Middletown Township Municipal Building, Main Meeting Room, One Kings Highway, Middletown, New Jersey on the following dates:

- January 22 (Monday)
- February 20 (Tuesday)
- March 18
- April 15
- May 20
- June 17
- July 15
- August 19
- September 16
- October 21
- November 18
- December 16

Workshop meetings of the Middletown Township Committee shall be held during the 2024 calendar year at 7:00 p.m. at the Middletown Township Municipal Building, Main Meeting Room, One Kings Highway, Middletown, New Jersey on the following dates:

- February 5
- March 4
- April 3 (Wednesday)
- May 6
- June 3
- September 3 (Tuesday)
- October 7
- December 2

* The Reorganization Meeting of the Township Committee for the year 2025 will be held on Sunday, January 5, 2025.

At all regular and workshop meetings of the Middletown Township Committee formal action will be taken on any matter subject to compliance with the Open Public Meetings Act respecting issuance of the “48-hour notice” containing the agenda for such regular and workshop meetings, to the extent known.

2. Executive Sessions will be held at 6:00 p.m. preceding each Regular Meeting and Workshop Meeting in 2024 to discuss personnel matters, labor relations, pending litigation and other matters permitted for closed session under N.J.S.A. 10:4-12. At 7:00 p.m., prior to each Executive Session, the Township Committee will convene in open session at which time an Executive Session Resolution specifying the general nature of the items to be discussed in Executive Session will be adopted in accord with N.J.S.A. 10:4-13. All such meeting sessions will be held in the Conference Room, Town Hall, One Kings Highway, Middletown, N.J., unless otherwise noted as per the law.

3. The following newspapers are hereby designated as the newspapers to receive any and all notices required or permitted to be given under The Act, shall including but not limited to Annual Notice and 48 hour notices, as needed:

- a. The Two River Times and Asbury Park Press, which are hereby designated and determined to be the official newspapers which have the greatest likelihood of informing the public within the area of jurisdiction of this Township of its meetings.

4. Copies of this Resolution and any revisions or modification thereof, certified to be true copies by the Clerk of this municipality, be disseminated and distributed as required by The Act as follows:

- a. The Two River Times and Asbury Park Press which are hereby designated and determined to be the official newspapers which have the greatest likelihood of informing the public within the area of jurisdiction of this Township of its meetings; and
- b. Filed with the Municipal Clerk of this municipality; and
- c. Mailed to such other person as may be entitled thereto under the terms of the Act and this Resolution.

5. Pursuant to N.J.S.A. 10:4-19, the Municipal Clerk is hereby authorized and directed to mail such notice as may be required and authorized under the Act to any person requesting the same providing that person has first complied with the following terms and conditions:

- a. Any and all request for notice under the act shall be made in writing either by letter or by signing a request list to be maintained in the Office of the Municipal Clerk.
6. Take further notice that further resolutions may be adopted at these public meetings and/or workshop meetings providing for the Township Committee to meet in executive session specifying matters to be discussed requiring confidentiality and/or of a privileged nature as permitted by N.J.S.A. 10:4-12 and 13.
 7. Take further notice that regular public and/or workshop meetings or executive session may be canceled or adjourned. Rescheduled regular public and/or workshop meetings shall be duly advertised with appropriate notice being provided.

RESOLUTION 24-

ESTABLISHING ROBERTS RULES OF ORDER

BE IT RESOLVED by the Township Committee of the Township of Middletown, County of Monmouth and State of New Jersey that the Township Committee will adopt Robert's Rules of Order for use as parliamentary procedure for all Township Committee Meetings.

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

**RESOLUTION ESTABLISHING STANDING RULES
OF THE TOWNSHIP COMMITTEE**

WHEREAS, pursuant to section 7-6 of the Township Code, the Township Committee wishes to establish rules of order for Township Committee meetings; and

WHEREAS, it is the desire of the Township Committee to provide for effective and productive Township meetings, to hear from its residents in a timely manner, and to conduct the large volume of township business within the time constraints available at public meetings in a more orderly, productive manner.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey hereby adopts the attached Standing Rules for Meetings of the Township Committee governing the conduct of all meetings of the Township Committee for 2024.

**STANDING RULES FOR MEETINGS
OF THE TOWNSHIP COMMITTEE**

1. The Mayor or other Committeeperson acting as the Mayor shall act as the Chair of meetings of the Township Committee.
2. Any persons desiring to speak on either an ordinance or during the public comment section shall raise their hand and must be recognized by the Chair before speaking. All comments by the members of the public shall be made from the podium after first having been recognized by the Chair.
3. As to the public comment portion of the meeting, all persons recognized to speak may speak once for a maximum of five minutes.
4. Any speaker who exceeds these time limits shall be ruled out of order and subject to removal. Each five minute period is personal to each speaker and made not be ceded to another person.
5. No profanity shall be permitted. Any person who uses profanity may be ruled out of order and subject to removal.
6. Questions or comments of the public should be directed to the Chair. If appropriate, the Chairperson may direct and recognize a staff employee or professional of the Township to respond. The Chair may request that any question asked of the Township Committee or its staff or professionals which, due to its complexity or need for research or factual investigation cannot be answered immediately, be

placed in writing by the inquirer and directed to the appropriate Township official and that an answer be provided to the inquirer as soon as possible.

7. Any of these Standing Rules may be suspended for a particular matter by vote of a majority of the Township Committee present at the meeting.
8. As to Township Committee meetings, members or invited guests may participate via telephonic or video conference. Members of the Township Committee are permitted to vote through these electronic means.
9. These rules may be supplemented by the adoption of additional rules required to be adopted by law during a declared State of Emergency for the conducting of remote meetings of the Township Committee by electronic means.

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

RESOLUTION AUTHORIZING PRE-PAYMENT OF CERTAIN BILLS FOR 2024

WHEREAS, the Township of Middletown has budgeted funds for payment of obligations including, utilities, payroll, debt service, governmental fees and other statutory payments, insurance, and for the advertising, printing and mailing costs of the Township; and

WHEREAS, the payment of these items occasionally arrives out of time for placement on the next available list of bills and claims, thereby inadvertently placing these bills and mailings in arrears because of the schedule of meetings; and

WHEREAS, the Township’s Chief Financial Officer and Township Attorney have advised that the governing body may provide for the pre-payment of these items, so that they may be paid in a timely manner without penalty.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that the Chief Financial Officer be and is hereby authorized and directed to make pre-payment of the following items prior to the same appearing on the next meeting’s list of bills and claims:

1. Utilities (electric, gas, water, sewer and telephone, cellular telephone, gasoline, diesel fuel, internet providers, etc.).
2. Township payroll and payroll agencies.
3. Debt service as evidenced by pre-authorized bonds and/or notes.
4. Health, dental and other insurance premiums and/or claims.
5. Governmental fees and other statutory payments (school, county, sewage authority, state and county fees).
6. Bills pertaining to the advertising, printing and mailing costs of the Township.
7. Third party fees collected through pre-authorized credit/debit card processing.
8. Bills where vendor discounts are granted for timely payment. Example 2% discount for payments made within 10 days. Maximum dollar amount allowed is \$20,000.
9. Inter-fund Obligations

10. Purchase of Investments

11. Town Hall Lease Payment

12. Other items with written authorization of the Township Administrator.

Committee Member	Approved	Opposed	Abstain	Absent
Mayor Perry				
R. Clarke				
R. Hibell				
K. Kratz				
K. Settembrino				

CERTIFICATION

I, Heidi R. Brunt, Township Clerk of the Township of Middletown, hereby certify the foregoing to be a true copy of a resolution adopted by the Middletown Township Committee at their meeting held January 7, 2024.

WITNESS, my hand and the seal of the Township of Middletown this 7th day of January 2024.

HEIDI BRUNT
TOWNSHIP CLERK

RESOLUTION 24-

APPOINTMENT OF OFFICIAL DEPOSITORIES

BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MIDDLETOWN, COUNTY OF MONMOUTH, STATE OF NEW JERSEY, as follows:

1. That PNC Bank, Santander Bank, Columbia Savings Bank, TD Bank, Amboy National Bank, Provident Bank, Bank Of America, Valley National Bank, Ocean First Bank, Citizen Financial Group, Chase Bank, M&T Bank, Wells Fargo, PFM Asset Management NJ Arm/NJ Term, USB Financial Services, NJ Cash Management Fund and MBIA Municipal Investors Service Corp. are hereby designated as the official depositories of the Township of Middletown for the year 2024 under the "Governmental Unit Depository Protection Act."
2. A certified copy of this resolution shall be provided by the Township Clerk to each of the following:
 - a. Department of Finance

MIDDLETOWN TOWNSHIP COMMITTEE

Committee Member	Approved	Opposed	Abstain	Absent
Mayor Perry				
R. Clarke				
R. Hibell				
K. Kratz				
K. Settembrino				

CERTIFICATION

I, Heidi R. Brunt, Township Clerk of the Township of Middletown, hereby certify the foregoing to be a true copy of a resolution adopted by the Middletown Township Committee at their meeting held January 7, 2024.

WITNESS, my hand and the seal of the Township of Middletown this 7th day of January 2024.

HEIDI R. BRUNT, TOWNSHIP CLERK

RESOLUTION 24-
Setting Grace Period and Interest Rates for Taxes
For Calendar Year 2024

WHEREAS, N.J.S.A. 54:4-67 permits the Governing Body to fix the rate of interest to be charged for nonpayment of taxes or assessments subject to any abatement or discount for late payment of taxes or assessments as provided by law; and

WHEREAS, any unpaid taxes and municipal charges constitute an unfair burden on those taxpayers who pay their taxes and municipal charges in a timely manner and delinquent taxpayers should be required to carry their share of the tax burden; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Middletown, County of Monmouth, State of New Jersey, that the property taxes shall be due and payable quarterly on February 1st, May 1st, August 1st and November 1st for the year 2024, with a ten day grace period, after which dates, if unpaid, shall become delinquent, with interest charges as set for below and reverting back to the due date on any quarterly installment of taxes. The Tax Collector is hereby authorized and directed to charge, subject to any abatement or discount for the late payment of taxes as provided by law:

1. Eight percent (8%) per annum on the first \$1,500.00 of taxes delinquent after due date; and
2. Eighteen percent (18%) per annum on any amount in excess of \$1,500.00 of taxes delinquent after due date; and
3. Any 2024 municipal charges remaining unpaid on the 11th day of the 11th month of the fiscal year will be subject to Tax Sale.
4. If the delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31, an additional penalty of 6% shall be charged against the delinquency.

RESOLUTION 24-

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
MIDDLETOWN AUTHORIZING AN ACCELERATED TAX SALE**

WHEREAS, NJSA 54:5-19 permits a municipality to sell liens on delinquent municipal charges prior to the close of the Calendar Year 2024 and

WHEREAS, the Township of Middletown has realized an exceptional tax collection rate through this process, and

WHEREAS, the Township of Middletown CY 2024 Budget has anticipated continuing an Accelerated Tax Sale;

NOW, THEREFORE, BE IT RESOLVED, that the Tax Collector of the Township of Middletown is hereby authorized to conduct an Accelerated Tax Sale for the Calendar Year 2024.

BE IT FURTHER RESOLVED, that the Township Clerk is directed to file two certified copies of this resolution with the Director of Local Government Services.

Debra Marchetti
Tax Collector

Colleen Lapp
Chief Financial Officer

Anthony Mercantante
Township Administrator

Brian Nelson
Township Attorney
Certified as to Form

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

**RESOLUTION AUTHORIZING TAX COLLECTOR TO PROCESS CERTAIN SMALL TAX
REFUNDS AND CANCELLATIONS**

WHEREAS, N.J.S.A. 40A:5-17.1(a) authorizes the Township Committee to appoint a municipal employee to process property tax refunds of less than \$10.00 without further action of the governing body; and

WHEREAS, N.J.S.A. 40A:5-17.1(b) authorizes the Township Committee to appoint a municipal employee to process the cancellation of any property tax refund, delinquency, or charges and fees imposed by the municipality of less than \$10.00 without further action of the governing body; and

WHEREAS, in order to realize efficiencies for the benefit of its residents, the Township seeks to appoint and authorize its Tax Collector, Debra Marchetti, CTC, Tax Collector, to complete the foregoing.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown, in the County of Monmouth, State of New Jersey, that it hereby appoints and authorizes its Tax Collector, Debra Marchetti, CTC, to process certain small tax refunds and cancellations, to the full extent permitted by N.J.S.A. 40A:5-17.1, for the remainder of calendar year 2024.

RESOLUTION 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

**Resolution Authorizing Mayor to Execute
Cancellations of Municipal Tax Sale Certificates**

WHEREAS, pursuant to N.J.S.A. 54:5-55 and 54:5-58, the governing body or other officer of the municipality may act to authorize the cancellation of municipal tax sale certificates; and

WHEREAS, the Township of Middletown's Tax Collector has recommended that a resolution be adopted clarifying the Township's policy that the governing body authorizes the Mayor to execute cancellations of municipal tax sale certificates.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that, as directed by the Township's Tax Collector, the Mayor and Township Clerk are hereby authorized to execute tax sale certificates for cancellation upon redemption without the necessity of the governing body passing a resolution for each individual certificate.

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

RESOLUTION AUTHORIZING ELECTRONIC MUNICIPAL LIEN TAX SALES

WHEREAS, N.J.S.A. 54:5-19.1 authorizes municipalities to conduct electronic municipal tax lien sales, in accordance with regulations promulgated by the Director of the Division of Local Government Services in the Department of Community Affairs; and

WHEREAS, the pertinent regulation, N.J.A.C. 5:33-1.1, sets forth various other regulatory terms that the Township shall comply with as part of its electronic municipal tax lien sales; and

WHEREAS, N.J.A.C. 5:33-1.1(b) provides that electronic municipal tax lien sales shall be approved by resolution of the governing body.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown, in the County of Monmouth, State of New Jersey that it hereby authorizes the use of electronic municipal tax lien sales, pursuant to N.J.S.A. 54:5-19.1 and N.J.A.C. 5:33-1.1.

BE IT FURTHER RESOLVED that the Township Chief Financial Officer is hereby authorized and directed to take any and all steps reasonably necessary to effectuate the foregoing, including compliance with the regulatory provisions contained in N.J.A.C. 5:33-1.1.

RESOLUTION NO. 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

RESOLUTION AUTHORIZING FEE FOR ISSUANCE OF MUNICIPAL TAX SALE NOTICES

WHEREAS, N.J.S.A. 54:5-26 and N.J.A.C. 5:33-1.1(e)-(f) require municipalities to provide legal notice in order to conduct electronic municipal tax lien sales; and

WHEREAS, these provisions further permit municipalities to impose a fee for legal notices that issue, not to exceed \$25 per notice for a particular property, which may be added to the amount of the tax sale; and

WHEREAS, in an effort to more fairly assign fiscal responsibility for the Township's costs relating to delinquent taxpayers, the Township wishes to approve the imposition of such a fee.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown, in the County of Monmouth, State of New Jersey that it hereby authorizes and directs the imposition of a \$25 fee per tax sale notice issued, which shall be specifically assessed to the delinquent accounts that are causing the need for a tax sale.

BE IT FURTHER RESOLVED that the Tax Collector is hereby authorized and directed to take any and all appropriate steps to effectuate the foregoing.

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF MIDDLETOWN AUTHORIZING THE SUBMISSION
OF AN APPLICATION TO THE NJ DEPARTMENT OF
ENVIRONMENTAL PROTECTION – HISTORIC PRESERVATION FUND
CERTIFIED LOCAL GOVERNMENT (CLG) GRANT PROGRAM FY2024**

WHEREAS, the Township of Middletown desires to further the public interest by obtaining a grant from the State of New Jersey in the amount of approximately \$50,000 to fund the following project: creation of a Pre-Development Project for architectural design planning for improvements to the Dempsey Pump House which was approved for inclusion to the State and National Register of Historic Places on November 16th 2023; and

WHEREAS, the Township of Middletown wishes to make the Dempsey pump house usable and accessible for a variety of public uses and to restore and maintain the structure so that it’s unique architecture, character and history are not lost and will remain in its place for the benefit of future generations.

NOW THEREFORE BE IT RESOLVED that Mayor Anthony Perry of the Township of Middletown, State of New Jersey, or the successor to the title of Mayor or his designee, is authorized:

- a) to make application for such a grant,
- b) if awarded, to execute a grant agreement with the State for a grant in an amount not less than \$15,000 and not more than \$50,000 and
- c) to execute any amendments thereto which do not increase the Grantee’s obligations.

The Grantee agrees to comply with all applicable federal, State, and municipal laws, rules, and regulations in its performance pursuant to the agreement.

Resolution 24-48

**RESOLUTION AUTHORIZING APPOINTMENT OF THE
EMERGENCY MANAGEMENT COORDINATOR**

**BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF MIDDLETOWN, COUNTY OF MONMOUTH, STATE OF NEW JERSEY, AS
FOLLOWS:**

1. That Charles Rogers, III be and is hereby appointed as the Coordinator of Emergency Management for a term of three years expiring December 31, 2026.

2. The Township Clerk shall send a certified copy of this resolution to the following:
 - a. Police Department
 - b. Emergency Management
 - c. Charles Rogers, III

RESOLUTION 24-xxx

RESOLUTION ADOPTING PREQUALIFICATION REGULATIONS FOR THE MURRAY FARMHOUSE RESTORATION

WHEREAS, the Township provided notice of a public hearing regarding the adoption of prequalification regulations for the Murray Farmhouse restoration on November 16, 2023 per N.J.S.A. 40A:11-25; and

WHEREAS, the public hearing was held at the December 18, 2023, regular Township Committee meeting; and

WHEREAS, there were no public comments made regarding the prequalification regulations.

THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown that the prequalification regulations for the Murray Farmhouse restoration are hereby adopted and the appropriate officials are hereby authorized to forward the appropriate paperwork to the Division of Local Government Services for approval.