



REGULAR COUNCIL MEETING - MAY 4, 2026 AGENDA

Monday, May 04, 2026 at 7:00 PM

Online via Zoom

CALL TO ORDER - Mayor Davy

ROLL CALL - Borough Clerk - GP Caminiti

Angarone; Chandler; Kassler-Taub; Rubenstein; Stern; Valenza; Mayor Davy

OPEN PUBLIC MEETINGS STATEMENT

Notice of this meeting has been given to the Hopewell Valley News, Trenton Times and was posted on the bulletin board at Borough Hall at 30 North Main Street and on the Borough website according to the regulations of the Open Public Meetings Act.

OPEN TO THE PUBLIC

The Meeting is now open to the public for comment. In an effort to provide everyone interested an opportunity to address his or her comments to the Governing Body, a public comment time limit has been instituted for each speaker. Please raise your hand and when the Borough Clerk acknowledges you state your name and address for the record. Please limit comments to the Governing Body to a maximum of 2 minutes.

MAYOR'S BUSINESS

1. Proclamation - Older Americans Month
2. Message Board Fee Waiver Request - Pennington Fire Company Women's Auxiliary

PRESENTATIONS

3. Kieran John - Environmental Commission 2026 Agenda

MAYOR'S APPOINTMENTS

4. Parks and Recreation - Emily Nally

ORDINANCES FOR INTRODUCTION

5. ORDINANCE 2026-19 - ORDINANCE AMENDING CHAPTER 98 BOROUGH FEES
6. ORDINANCE 2026-20 - AN ORDINANCE AUTHORIZING ADJUSTMENT OF SEWER CHARGES RELATED TO VERIFIED UNINTENDED WATER LEAKS FOR WHICH THE CUSTOMER IS RESPONSIBLE

- [7.](#) ORDINANCE 2026-21 - ORDINANCE ESTABLISHING THE POSITION OF DEPUTY CLERK IN THE BOROUGH OF PENNINGTON
- [8.](#) ORDINANCE 2026-22 - BOND ORDINANCE AMENDING THE TITLE AND SECTION 3 (A) OF BOND ORDINANCE 2020-9

COMMITTEE REPORTS

- 9. Personnel / Economic Development** - Ms. Angarone
- 10. Public Works / Senior Advisory Board** - Ms. Stern
- 11. Finance / Public Safety / Open Space / Arboretum / Landfill** - Mrs. Chandler
- 12. Board of Health / Environmental Commission / Shade Tree** - Mr. Rubenstein
- 13. Planning Board / Historic Preservation / Parks & Recreation** - Ms. Kassler-Taub
- 14. Library Board / Hopewell Green Team / Net Zero Committee** - Mr. Valenza

COUNCIL DISCUSSION

NEW BUSINESS

- [15.](#) Resolution 2026-5.2 - Authorizing Payment of Bills
- [16.](#) Resolution 2026-5.3 - Resolution Appointing Lubna Muneer Chief Financial Officer
- [17.](#) Resolution 2026-5.4 - Resolution Appointing Robin Tillou Deputy Clerk
- [18.](#) Resolution 2026-5.5 - Resolution Appointing Robin Tillou Deputy Registrar
- [19.](#) Resolution 2026-5.6 - Resolution Authorizing Part-Time Employment of Payroll and Benefits Specialist
- [20.](#) Resolution 2026-5.7 - Resolution Authorizing Part Time Employment of Communications and Media Specialist
- [21.](#) Resolution 2026-5.8 - Resolution Ratifying Authorization of Supplemental HDSRF Grant Application and Related Professional Services Agreement with Excel Environmental Resources, Inc. in Connection with Supplemental Remedial Investigation for Block 205/Lot 4,5, and 12
- [22.](#) Resolution 2026-5.9 - Resolution Amending the Official Signatories for the Borough to Include the New Chief Financial Officer
- [23.](#) Resolution 2026-5.10 - Resolution Adopting New Regulations Regarding Claimant Certifications and Payments in Advance

PROFESSIONAL REPORTS

Borough Administrator / Clerk - GP Caminiti

Borough Attorney - Walter Bliss

Chief Financial Officer - Sandy Webb

Superintendent of Public Works - Rick Smith

Police - Lt. Burroughs

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ADJOURNMENT

BOROUGH OF PENNINGTON
ORDINANCE 2026-19

ORDINANCE INCREASING VARIOUS FEES AND AMENDING
CHAPTER 98 OF THE BOROUGH CODE

WHEREAS, rising costs have created the need to increase fees for a variety of the Borough’s administrative and other services;

NOW, THEREFORE, BE IT ORDAINED, by Borough Council of the Borough of Pennington, that Chapter 98 of the Borough Code, concerning Fees, is hereby amended (with deleted language crossed out and new language underlined):

1. The following sections of Chapter 98 are amended as follows:

§ 98-11. Application fee, escrow deposit and inspection fee.

Applications for development shall be accompanied by the payment to the Borough of an application fee, escrow deposit and, if appropriate, an inspection fee. The application fee and escrow deposit shall be paid separately according to the following schedule:

Application	Fee	Escrow
MINOR SUBDIVISION	\$500 \$500 <u>\$550</u>	\$1,000 \$1,000 <u>\$1,100</u> per lot
Resubmission or amendment	\$100 \$100 <u>\$110</u>	
Concept review	\$400 \$400 <u>\$440</u>	\$300 \$300 <u>\$330</u> to be credited
MAJOR SUBDIVISION		
Preliminary	\$1,000 \$1,000 <u>\$1,100</u>	\$600 \$600 <u>\$660</u> per lot
Final	\$500 \$500 <u>\$550</u>	\$500 \$500 <u>\$550</u> per lot
Resubmission or amendment	\$300 \$300 <u>\$330</u>	\$400 \$400 <u>\$440</u> per lot
Extension	\$150 \$150 <u>\$165</u>	
Concept review	\$500 \$500 <u>\$550</u>	\$500 \$500 <u>\$550</u> to be credited
SITE PLAN		
Preliminary		
Residential	\$600 \$600 <u>\$660</u>	\$10 \$11 <u>\$11</u> per unit; minimum \$1,000 \$1,000 <u>\$1,100</u>
Nonresidential	\$700 \$700 <u>\$770</u>	\$0.10 \$0.11 <u>\$0.11</u> per square foot improved; minimum \$1,000 \$1,000 <u>\$1,100</u>
Final		
Residential	\$400 \$440 <u>\$440</u>	\$10 \$11 <u>\$11</u> per unit; minimum \$500 <u>\$550</u>
Nonresidential	\$500 \$550 <u>\$550</u>	\$0.05 \$0.06 <u>\$0.06</u> per square foot improved; minimum \$1,000 \$1,000 <u>\$1,100</u>
Resubmission or amendment		

Application	Fee	Escrow
Residential	\$300 \$330	\$300 \$330 + \$10 per unit
Nonresidential	\$400 \$440	\$500 \$550 + \$0.10 per square foot improved
Waiver	\$400 \$440	\$500 \$550
Extension	\$150 \$165	\$500 \$550
Concept review	\$300 \$330	\$1,000 \$1,100 to be credited
CONDITIONAL USES		
Residential	\$500 \$550	\$1,000 \$1,100
Nonresidential	\$600 \$660	\$1,500 \$1,650
INTERPRETATIONS		
Residential	\$300 \$330	\$1,000 \$1,100
Nonresidential	\$600 \$660	\$1,000 \$1,100
APPEALS		
Residential	\$300 \$330	\$1,000 \$1,100
Nonresidential	\$500 \$550	\$1,000 \$1,100
VARIANCES		
Bulk		
Residential	\$300 \$330 per variance	\$2,000 \$2,200
Nonresidential	\$500 \$550 per variance	\$1,500 \$1,650 per variance
Use		
Residential	\$500 \$550	\$2,000 \$2,200
Nonresidential	\$600 \$660	\$3,000 \$3,300
SPECIAL MEETING OF BOARD	\$1,000 \$1,100	
ZONING PERMITS		
Residential		
Fence	\$25 \$28	
Principal use	\$60 \$66	
Accessory use	\$30 \$33	
Commercial		
Fence	\$50 \$55	
Principal use	\$150 \$165	
Accessory use	\$60 \$66	
Temporary activity permit	\$50 \$55	
Residential conversion	\$100 \$110	

§ 98-19. Miscellaneous fees. Miscellaneous fees shall be as follows:

- A. Copy of zoning ordinance: ~~\$40.~~ \$44
- B. Copy of Master Plan: ~~\$25.~~ \$28
- C. Subdivision approval certificate: ~~\$25.~~ \$28
- D. Certified list of property owners: ~~\$0-25~~ \$0.28 per name or ~~\$10~~ \$11, whichever is greater.
- E. USB copy of meeting: ~~\$20~~ \$22

§ 98-21. Fees. The following fees shall be payable by the requestor to the Borough of Pennington for Municipal Court discovery provided to the requestor:

- A. ~~Seventy five~~ Eighty-five cents per page for each of the first 10 pages photocopied.
- B. ~~Fifty cents~~ Fifty-five cents per page for each of the next 10 pages photocopied.
- C. ~~Twenty five~~ Thirty cents per page for each of the pages photocopied thereafter.
- D. The cost of actual postage for any discovery sent by mail.
- E. ~~Twenty five~~ Thirty cents for the envelope for any discovery sent by mail.
- F. Actual duplication costs for duplicated photographs (other than photocopies).
- G. ~~Five dollars~~ Five Dollars and 50 cents per copy for copies of videotapes, for the extraordinary duplication process required for duplication of videotapes
- H. .For any item that cannot be photocopied on the Borough copy machine or not otherwise provided for in this schedule, the actual cost incurred in making the copy.

§98-24. Fees. The fee paid to the Borough for paid detail service shall be as follows:

- A. In calendar year ~~2007~~ 2026 , beginning on the effective date of this ordinance, ~~\$55~~ \$61 for each hour of service by each Borough officer with a minimum payment of ~~\$220~~ \$245 per officer.
- B. In calendar year ~~2008~~ 2027, ~~\$65~~ \$73 for each hour of service by each Borough officer with a minimum payment of ~~\$260~~ \$285 per officer.
- C. In calendar year ~~2009~~ 2028, ~~\$75~~ \$83 for each hour of service by each Borough officer with a minimum
- D. payment of ~~\$300~~ \$330 per officer.
- E. Of the hourly rates specified, ~~\$10~~ \$15 per hour shall be retained by the Borough as an administrative fee.
- F. In addition to the hourly rates specified, ~~\$25~~ \$33 per hour shall be charged by the Borough as an administrative fee.

§ 98-26. Dog licensing.

Annual fees related to the licensing of a dog as provided in § 67-2 of this Code are the following:

- A. License fee: ~~\$15~~ \$18 per dog.
- B. Registration tag: ~~\$1~~ \$1.50 per dog.
- C. Surcharge for Pilot Clinic Fund: ~~\$0-20~~ \$0.22 per dog.

- D. Fee for not neutering dog: ~~\$3~~ \$3.50 per dog.
- E. Fee for late registration: ~~\$5~~ \$5.50 per month after May 31.

§ 98-27. Replacement tags.

The fee for a replacement tag as required by § 67-4 of this Code is ~~\$5~~ \$5.50

§ 98-28. Kennels and pet shops.

Annual license fees for kennels and pet shops as provided in § 67-11 of this Code are the following:

- A. Kennel providing accommodations for 10 or fewer dogs: ~~\$100.~~ \$110
- B. Kennel providing accommodations for more than 10 dogs: ~~\$250.~~ \$275
- C. Pet shop: ~~\$250.~~ \$275
- D. Shelter or pound: \$0.

§ 98-29. Cat licensing.

Annual fees related to the licensing of a cat and for lost license tag or sleeve as required by § 67-21 of this Code are the following:

- A. License fee: ~~\$10~~ \$11 per neutered cat; ~~\$13~~ \$15 per non-neutered cat.
- B. Fee for late registration: ~~\$5~~ \$7.50 per month after May 31.
- C. Fee for a replacement license tag or sleeve: ~~\$5.~~ \$7.50

§ 98-30. Miscellaneous fees.

The following miscellaneous fees shall be collected as required by the applicable sections of this Code:

- A. Annual license fee for body art establishments, as required by § 76-1 of this Code: ~~\$500.~~ \$550
- B. Peddler's permit, as required by § 147-6 of this Code: ~~\$100.~~ \$110
- C. Registration of vacant building, as required by Chapter 136, Art. II, initially and annually: ~~\$250.~~ \$275
- D. Annual fee for electronic smoking device establishment license: ~~\$600.~~ \$660
- E. Fee for Memorial Tree: ~~\$500.~~ \$1000
- F. Fee for Adopt A Flag: ~~\$50.~~ \$100
- G. Fees for registration as a participant in the annual yard sale including use of yard sign advertising participation: ~~\$25.~~ \$27.50

§ 98-31. Retail food establishments.

License fees and related charges for retail food establishments as provided in § 112-1 of this Code shall be:

- A. Retail food establishments at a permanent location that prepare food: ~~\$200~~ \$220 per year or any part thereof for establishments with fewer than 25 seats; ~~\$250~~ \$275 per year or any part thereof for establishments with 25 or more seats.

- B. Retail food establishments at a permanent location that sell only prepackaged food items: ~~\$75~~ \$83 per year or any part thereof.
- C. Mobile food vendors: ~~\$75~~ \$83 per year or any part thereof.
- D. Retail food establishments owned by charitable and/or nonprofit organizations: ~~\$30~~ \$33 per year or any part thereof.
- E. Establishments for temporary events and not licensed as permanent establishment: ~~\$50~~ \$55 per year or any part thereof provided a license application is submitted for each event.
- F. Plan review fee required for all retail food establishments except those owned by charitable and/or nonprofit organizations: ~~\$150~~ \$175

§ 98-32. Vending machines.

License fees and related charges for food and beverage vending machines as provided in § 112-2 of the Code shall be:

- A. Vending machine permit fee, per machine: ~~\$15~~ \$17.50

§ 98-33. Use of parks.

Fees for use of Borough parks as provided in § 143-4 of this Code shall be:

- A. No permit fee shall be required for a governmental organization with which the Borough of Pennington is directly affiliated.
- B. Permit for use of park by documented nonprofit or Pennington resident: ~~\$75~~ \$83
- C. Permit fee for all others: ~~\$200~~ \$300
- D. All users charged a fee for use as set forth in Subsection C above shall post a refundable security deposit of ~~\$500~~ \$550 chargeable for cost of cleanup or damage to facilities.

§ 98-34. Trash pickup.

Fees for additional approved trash containers as provided by §§ 172-9 and 172-10 and for bulk household trash as required by § 172-11 of this Code shall be:

- A. Annual fee for one additional approved trash container pursuant to §§ 172-9 and 172-10: ~~\$400~~ \$500.
- B. Bulk trash stickers: one sticker per 40 pounds/~~\$6~~ \$10 each.
- C. Truck rental, if Borough truck is parked at the property overnight or for a weekend: ~~\$300~~ \$500

§ 98-35. Adjacent properties.

Fees for trash pickup for non-taxpayers who are adjacent property owners pursuant to §§ 172-9 and 172-13 of this Code shall be:

- A. Per year for one ninety-five-gallon approved container once/week: ~~\$400~~ \$500
- B. Per year for one additional approved container collected once/week: an additional ~~\$400~~ \$500

§ 98-35.1. Replacement of lost or damaged trash containers.

The fee for replacement of a lost or damaged trash container in accordance with § 172-10 of this Code shall be ~~\$100~~ \$300.

§ 98-36. Snow and ice removal by Borough.

Computation of charges for the costs incurred by the Borough for removal and remediation of snow and ice on sidewalks pursuant to § 177-3 of this Code shall be based on the following rates:

- A. Equipment hourly rates, including the time required to mobilize and demobilize from the site, subject to a one-hour minimum shall be as follows:
 - (1) Snowblower: ~~\$25.~~ \$75
 - (2) Service truck: ~~\$75.~~ \$125
 - (3) Dump truck: ~~\$100.~~ \$200
 - (4) Deicer: cost plus ~~15%.~~ 25%

- B. Labor hourly rates, including the time required to mobilize and demobilize from the site, subject to a one-hour minimum, shall be as follows:
 - (1) Foreman: ~~\$85.~~ As per current salary ordinance plus 25%
 - (2) Operator: ~~\$75.~~ \$150
 - (3) Laborer: ~~\$65.~~ \$100

- C. For overtime (OT), a multiplier will be applied to labor rates equal to the highest applicable multiplier from the following:
 - (1) Work before 7:30 a.m.: ~~1.5.~~ 2.0
 - (2) Work after 3:30 p.m.: ~~1.5.~~ 2.0
 - (3) Work on Saturday: ~~1.5.~~ 2.5
 - (4) Work on Sunday: ~~2.0.~~ 3.0
 - (5) Work on Borough-recognized holidays: ~~2.0.~~ 3.0
 - (6) Continuous work in excess of 12 hours. 3.0

§ 98-37. Street opening permits.

Fees pursuant to Chapter 177, Streets and Sidewalks, Article II, Openings and Excavations, shall be as follows: ~~\$100.~~ \$250 for each permit or ~~\$500.~~ \$1000 for a blanket permit issued to a public utility valid for all or the remainder of the calendar year in which it is issued.

§ 98-39. Fire safety fees.

The following fees are authorized by the Uniform Fire Safety Code (P.L. 1983, c. 383; N.J.S.A. 52:27D-192 et seq.) and N.J.A.C. 5:70:2.9(c) pursuant to § 104-6 of this Code:

- A. Life-hazard uses.
 - (1) Type 1 permit: ~~\$35.~~ \$38.50
 - (2) Type 2 permit: ~~\$138.~~ \$152
 - (3) Type 3 permit: ~~\$276.~~ \$304
 - (4) Type 4 permit: ~~\$414.~~ \$445
 - (5) Type 5 permit: (Reserved)

- B. Industrial and commercial uses.
 - (1) Fees for industrial and commercial uses not classified as life-hazard uses by the Uniform Fire Code shall be as follows:

(square feet)	Fee
Under 1,000	\$25 <u>\$28</u>
1,001 to 5,999	\$50 <u>\$75</u>
6,000 to 9,999	\$75 <u>\$83</u>
10,000 or above	\$100 <u>\$110</u>

(2) The payment of the above fees shall be the responsibility of the occupant of the premises.

C. Multiple-family dwellings.

(1) Fees for multifamily dwellings shall be as follows:

- (a) Three to five units: ~~\$15.~~ \$17.50
- (b) Six to 25 units: ~~\$50.~~ \$75
- (c) Twenty-five units and above: ~~\$200.~~ \$220

(3) The payment of the above fees shall be the responsibility of the owner of the premises.

§ 98-40. Alarms.

The fee for a certificate of compliance concerning required alarms, pursuant to § 104-12 of this Code, shall be ~~\$35.~~ \$39

§ 98-42. Standby fees.

Quarterly standby fees for private fire-protection systems pursuant to § 206-2 of this Code are as follows:

A. Quarterly standby fees for private fire-protection systems regardless of the rate or quantity of that service:

Size of Private Lines (inches)	Fee (per connection)
2	\$158 <u>\$175</u>
3	\$378 <u>\$416</u>
4	\$567 <u>\$624</u>
6	\$1,166 <u>\$1,283</u>
8	\$2,016 <u>\$2,218</u>

B. Customers who are late in making payment of the standby fee will be given notice as to their deficiency in payment, and a copy of this notice shall be sent to the customer's insurance carrier.

C. Standby fees shall be due on March 1, June 1, September 1 and December 1.

§ 98-43. Connection fees.

Connection fees pursuant to § 206-3 of this Code are as follows:

A. Standard connection fees:

- (1) Standard water connection is ~~\$2,100.~~ \$2,310
- (2) Standard sewer connection fee is ~~\$3,000.~~ \$3,300

§ 98-46. Inspection and field service fees.

Inspection and field service fees pursuant to § 206-6 of the Code are as follows:

A. Plan approval, inspection and field service fees pursuant to § 206-6 of the Code are as follows: :

- (1) Plan approval (actual engineering charges up to): ~~\$250.~~ \$275
- (2) Service connections: ~~\$160.~~ \$176
- (3) Lateral connections: ~~\$160.~~ \$176
- (4) Certified construction cost, off-site improvements (escrow): 7.8%.

B. Equipment hourly rates are as follows:

- (1) Backhoe: ~~\$200.~~ \$500
- (2) Service truck: ~~\$100.~~ \$125
- (3) Dump truck: ~~\$150.~~ \$200
- (4) Parts: 200%.

Note: Includes the time required to mobilize to and demobilize from the site.

C. Labor hourly rates:

(1) Base hourly rates are as follows:

- (a) Foreman: ~~\$85.~~ As per current salary ordinance, plus 25%
- (b) Operator: ~~\$75.~~ \$150
- (c) Laborer: ~~\$65.~~ \$100

Note: Includes the time required to mobilize and demobilize from the site.

(2) Overtime (OT) hourly rates are determined by applying the following multipliers to the base labor rates:

- a) (a) Work before 7:30 a.m.: ~~1.5.~~ 2.0
- b) Work after 3:30 p.m.: ~~1.5.~~ 2.0
- c) Work on Saturday and Sunday: ~~1.5.~~ 3.0
- d) Work on Borough-recognized holidays: ~~2.0.~~ 3.0
- e) Continuous work in excess of 12 hours: ~~2.0.~~ 3.0

D. Line-stopping fees are as follows:

- (1) Nondisruptive or minor disruptive: ~~\$250.~~ \$500
- (2) Major disruptive: ~~\$1,200.~~ \$2000

E. Temporary meter charges are as follows:

- (1) Meter installations: ~~\$100.~~ \$110
- (2) Rental (two-week maximum): ~~\$75.~~ \$83
- (3) Removal and recording: ~~\$100.~~ \$110
- (4) Special billing: ~~\$50.~~ \$75

§ 98-47. Administrative fees.

Administrative fees pursuant to § 206-7 of the Code shall be charged as follows:

- A. Interest will be charged at the same rate as the interest on tax bills.
- B. Returned checks: ~~\$25.~~ \$27.50
- C. (Reserved)⁸
- D. (Reserved)⁹
- E. Non-quarterly or additional meter readings. Scheduled: ~~\$75-~~\$100 ; urgent/disputed: ~~\$100~~ \$150. (On non-quarterly billings, if the reading is requested due to an actual error by the Borough, the fee will be waived.)
- F. House inspections on sale of property: regular fee, ~~\$150~~ \$200; fee if less than 10 days' notice, ~~\$250~~ \$300 .
- G. Tanker of water: ~~\$200~~ \$500 plus per-gallon charge for water in accordance with water rates.
- H. Shutting off and turning on water at curb. Scheduled: ~~\$100~~ \$150 ; urgent/disruptive: ~~\$150~~ \$250 .

§ 98-48. Application and review fees.

- A. Application and review fees pursuant to § 206-8 of the Code are the following: Per EDU for first EDU: ~~\$15.60.~~ \$17.16
- B. Per EDU for subsequent EDU: ~~\$78.~~ \$86
- C. Request for availability of service: ~~\$62.40.~~ \$69
- D. Certified construction cost, off-site improvements (escrow): 3.2%

§ 98-50. Annual fees for alcoholic beverage licenses.

Annual fees for licenses for the sale or distribution of alcoholic beverages in the Borough are the following:

- A. Plenary retail consumption license: ~~\$2,500.~~ \$2,750
- B. Plenary retail distribution license: \$2,750.

§ 98-51. Charges for costs incurred by Borough for grass cutting and lawn work pursuant to §§ 136-7 and 136-8 of Borough Code.

- A. Equipment hourly rates, including the time required to mobilize and demobilize from the site, shall be as follows:
 - (1) Lawn mower (hand): ~~\$25~~ \$100 per hour.
 - (2) Lawn mower (tractor): ~~\$50~~ \$150 per hour.
 - (3) Weed wacker: ~~\$25~~ \$75 per hour.
 - (4) Leaf blower: ~~\$25~~ \$75 per hour.
 - (5) Service truck: ~~\$75~~ \$125 per hour.
 - (6) Dump truck: ~~\$100~~ \$200 per hour.
- B. Labor hourly rates, including the time required to mobilize and demobilize from the site, shall be as follows:
 - (1) Foreman: ~~\$85~~ as per current salary ordinance, plus 25% per hour.

- (2) Operator: ~~\$75~~ \$150 per hour.
- (3) Laborer: ~~\$65~~ \$100 per hour.
- C. For overtime (OT), a multiplier will be applied to labor rates equal to the highest applicable multiplier from the following:
- (1) Work before 7:30 a.m.: ~~1.5~~ 2.0
- (2) Work after 3:30 p.m.: ~~1.5~~ 2.0
- (3) Work on Saturday: ~~1.5~~ 2.5
- (4) Work on Sunday: ~~1.5~~ 3.0
- (5) Work on Borough-recognized holidays: ~~2.0~~ 3.0

Continuous work in excess of 12 hours: ~~2.0~~ 3.0

§ 98-52. Plan review fees as percentage of construction permit fees.

- A. Plan review fees shall be computed at 10% of the fee to be charged for the construction permit. For projects which do not require plan review for all subcodes, the fee shall be the appropriate percentage of the subcode fee that is applicable. The minimum plan review fee is ~~\$75~~ \$83.
- B. In accordance with N.J.A.C. 5:23-2.26, a fee of 20% for plan review fees for the Department of Community Affairs will be deducted.

§ 98-53. Certificate of occupancy fees.

- A. The fee to be charged for a certificate of occupancy shall be paid before a certificate is issued. The fee will be in addition to the construction permit fee. See N.J.A.C. 5:23-4.18(a)3.
- B. The fee for a certificate of occupancy for new construction for a residential property shall be 10% of the fee charged for the construction permit.
- C. The fee for a certificate of occupancy for a commercial or industrial building for new construction shall be 10% of the fee charged for the construction permit.
- D. The fee for a certificate of continued Uniform Construction Code occupancy in accordance with N.J.A.C. 5:23-4.18(f)2 shall be ~~\$125~~ \$138.

The fee for a certificate of occupancy for any change of use in any use group shall be ~~\$150~~ \$165.

§ 98-54. Code variation fees.

The fee for variations from the code shall be as defined in the Uniform Construction Code [N.J.A.C. 5:23-4.20(c)3.viii] and shall be as follows:

- A. Class 1 structures: ~~\$594~~ \$654 plus ~~\$200~~ \$220 for each resubmission.
- B. Class 2 and 3 structures: ~~\$120~~ \$132, plus ~~\$50~~ \$65 for each resubmission.
- C. Residential dwellings: ~~\$50~~ \$65.

§ 98-55. Fee for training and certification of inspectors.

A fee will be charged for training and certifications of inspectors as required in accordance with N.J.A.C. 5:23-4.19(b). The fee shall be in the amount of \$0.00371 per cubic foot volume of new buildings and additions. Volume shall be computed in accordance with N.J.A.C. 5:23-2.28. The fee for all other construction including alterations shall be ~~\$0.00190~~ \$0.00209 per dollar of the cost of alteration.

§ 98-56. Building subcode fees.

Building subcode fees for permitting shall be as follows:

A. The fees for any new construction or for any addition to an existing building or structure shall be based on ~~\$0.03~~ \$0.04 per cubic foot or additional cubic foot of building or structure volume in Use Group AFS, ~~\$0.007~~ \$0.0077 per cubic foot or additional cubic foot of building or structure volume for farms, ~~\$0.055~~ \$0.0605 per cubic foot or additional cubic foot of building or structure volume for all other use groups, or a minimum of ~~\$75~~ \$83 .

B. Fees for renovations, wood decks, alterations and repairs or site construction associated with pre-engineered systems of commercial farm buildings, premanufactured construction and the external utility connection for premanufactured construction shall be based upon the estimated cost of the work. The fee shall be in the amount of ~~\$25~~ \$27.50 per \$1,000 up to \$50,000 of the estimated cost of the work. From \$50,001 to and including \$100,000, the fee shall be in the amount of ~~\$20~~ \$22 per \$1,000 of estimated cost above \$50,000. Above \$100,000, the fee shall be in the amount of ~~\$15~~ \$17.50 per \$1,000 of estimated cost above \$100,000. The minimum fee shall be ~~\$75~~ \$83 . For the purpose of determining estimated cost, the applicant shall submit to the enforcing agency such cost data as may be available, produced by the architect or engineer of record or by a recognized estimating firm or by the contractor. A bona fide contractor's bid, if available, shall be submitted. The enforcing agency shall make the final decision regarding estimated cost.

C. The flat fee for swimming pools shall be ~~\$75~~ \$83 for aboveground pools, ~~\$200~~ \$220 for in-ground pools, and ~~\$500~~ \$550 for public pools.

D. The fees for demolition of a building or structure shall be ~~\$400~~ \$110 for a residential building or structure and ~~\$150~~ \$165 for a nonresidential building or structure, except the fee for a structure of less than 1,000 square feet shall be ~~\$50~~ \$65 .

E. The fees for relocating a building or structure shall be ~~\$24~~ \$27 for each \$1,000 of total estimated cost of the move.

F. The fee for a sign shall be ~~\$50~~ \$65.

G. The fee for a swimming pool barrier or fence shall be a flat fee of ~~\$75~~ \$83 .

H. The fee for a temporary structure (tents) shall be a flat fee of ~~\$75~~ \$83 .

I. The fee for removal of abandoned underground storage tanks shall be ~~\$65~~ \$72 for each tank of up to 1,000 gallons and ~~\$120~~ \$132 for each tank over 1,000 gallons.

J. The fee for a trailer shall be ~~\$75~~ \$83 .

K. The fee for asbestos abatement shall be ~~\$84~~ \$93 , and the fee for issuance of an asbestos abatement certificate shall be an additional ~~\$17~~ \$19 .

L. The fee for lead abatement shall be ~~\$84~~ \$93 , and the fee for issuance of a lead abatement certificate shall be an additional ~~\$17~~ \$19 .

M. The fee for roofing and siding shall be ~~\$25~~ \$27 per \$1,000 of estimated costs for all use groups.

N. The fee for a raised patio shall be ~~\$125~~ \$138.

O. The minimum building subcode fee shall be ~~\$75~~ \$83 .

§ 98-58. Fire subcode fees.

Fire subcode fees for permitting shall be as follows:

A. The fee for fuel storage tanks and similar equipment shall be ~~\$25~~ \$27.50 per 1,000 gallons or a minimum of ~~\$75~~ \$83 .

- B. Sprinkler heads.
- (1) The fee for 20 or fewer sprinkler heads or alarms shall be ~~\$70~~ \$77 for alarm systems and ~~\$85~~ \$94 for sprinkler systems.
 - (2) For 21 to and including 100 heads or alarms, the fee shall be ~~\$125~~ \$138 for alarm systems and ~~\$150~~ \$165 for sprinkler systems.
 - (3) For 101 to and including 200 heads or alarms, the fee shall be ~~\$229~~ \$252 for alarm systems and ~~\$300~~ \$330 for sprinkler systems.
 - (4) For 201 to and including 400 heads or alarms, the fee shall be ~~\$594~~ \$654 for alarm systems and ~~\$600~~ \$660 for sprinkler systems.
 - (5) For 401 to and including 1,000 heads or alarms, the fee shall be ~~\$825~~ \$908 for alarm systems and ~~\$1,050~~ \$1,155 for sprinkler systems.
 - (6) For over 1,000 heads or alarms, the fee shall be ~~\$1,050~~ \$1,155 for alarm systems and ~~\$1,100~~ \$1,210 for sprinkler systems.
- C. The fee for each standpipe shall be ~~\$230~~ \$253.
- D. The fee for each independent pre-engineered system shall be ~~\$100~~ \$110.
- E. The fee for each gas- or oil-fired appliance shall be a flat fee of ~~\$50~~ \$65.
- F. The fee for each commercial kitchen exhaust system shall be ~~\$100~~ \$110.
- G. The fee for each fireplace, coal stove or woodburning stove shall be ~~\$24~~ \$27 per \$1,000 of estimated cost of construction.
- H. The fee for each incinerator shall be ~~\$350~~ \$385.
- I. The fee for each crematorium shall be ~~\$350~~ \$385.
- J. The fee for each fire pump installation shall be ~~\$250~~ \$275.
- K. The minimum fire subcode fee shall be ~~\$75~~ \$83.

§ 98-59. Plumbing subcode fees.

For plumbing fixtures and equipment, the fees shall be as follows:

- A. The fee shall be in the amount of ~~\$20~~ \$22 per fixture, piece of equipment or appliance connected to the plumbing system, and for each appliance connected to the gas piping or oil piping system, except as indicated below.
- B. The fee shall be ~~\$75~~ \$83 per special device for the following: gas piping, fuel oil piping, grease traps, oil separators, refrigeration units, water-cooled air-conditioning units, utility service connection backflow preventers equipped with test ports (double-check-valve ports, double-check-valve assembly, reduced-pressure zone and pressure vacuum breaker backflow preventers), steam boilers, hot-water boilers (excluding those for domestic water heating), active solar systems, sewer pumps and interceptors, sewer connection and water service connection. There shall be no inspection fee charged for gas service connections.
- C. The minimum plumbing fee shall be ~~\$75~~ \$83.

§ 98-60. Electrical subcode fees.

The electrical subcode fee shall be as defined in N.J.A.C. 5:23-4.20(c)iii, except there shall be a minimum fee of ~~\$75~~ \$83. The fees are as follows:

- A. For from one to 25 receptacles or fixtures, the fee shall be in the amount of ~~\$50~~ \$65; for each group of up to 40 receptacles or fixtures in addition to this, the fee will be ~~\$25~~ \$27.50. For the purpose

of computing this fee, receptacles or fixtures shall include lighting outlets, wall switches, fluorescent fixtures, convenience receptacles, smoke and heat detectors or similar fixtures and a motor or device of less than or equal to one horsepower or one kilowatt. Communication and phone outlets shall be priced as above but in separate groups.

- B. For each motor or electrical device greater than one horsepower and less than or equal to 10 horsepower and for transformers and generators greater than one kilowatt and less than or equal to 10 kilowatts, the fee shall be ~~\$25~~ . \$27.50.
- C. For each motor or electrical device greater than 10 horsepower and less than or equal to 50 horsepower; for each service panel, service entrance or subpanel less than or equal to 200 amps; and for each utility loan management device, the fee shall be ~~\$75~~ \$83.
- D. For each transformer and generator greater than 10 kilowatts and less than or equal to 45 kilowatts, the fee shall be ~~\$75~~ \$83.
- E. For each motor or electrical device greater than 50 horsepower and less than or equal to 100 horsepower; for each service panel, service entrance or subpanel greater than 200 amperes and less than or equal to 1,000 amperes; and for transformers and generators greater than 45 kilowatts and less than or equal to 112.5 kilowatts, the fee shall be ~~\$120~~ \$132 .
- F. For each motor or electrical device greater than 100 horsepower; for each service panel, service entrance or subpanel greater than 1,000 amperes; and for each transformer or generator greater than 112.5 kilowatts, the fee shall be ~~\$457~~ \$503 .
- G. For each burglar alarm panel or fire alarm panel, the fee shall be ~~\$75~~ \$83 .
- H. The fee for an annual pool bond inspection shall be ~~\$75~~ \$83 .
- I. The minimum electrical subcode fee shall be ~~\$75~~ \$83. For the purpose of computing these fees, all motors, except those in plug-in appliances, shall be counted, including control equipment, generators, transformers and all heating, cooking or other devices consuming or generating electrical current.

§ 98-61. Mechanical subcode fee

For the mechanical fixtures and equipment, the permit fees shall be as follows:

- A. The fee shall be ~~\$75~~ \$83 for each of the following: fuel oil piping connection, gas piping connection, steam boiler, hot water boiler, hot air furnace, oil tank, LPG tank, generator, or other special device.
- B. The fee shall be ~~\$20~~ \$22 for each water heater or other fixture.
- C. The fee shall be ~~\$24~~ \$27 for each fireplace.
- D. The minimum fee shall be ~~\$75~~ . \$83

§ 98-61.1. Additional fees.

In addition to the fees set forth in this article, the Borough shall collect such other construction fees as are required and set forth in the Uniform Construction Code or in regulations adopted pursuant thereto.

§ 98-63. Authorized fees.

The Registrar of the Borough of Pennington is authorized to collect the following fees from persons requesting issuance of permits and licenses or provision of certified copies of documents:

- A. Birth certificate (certified copy): ~~\$25~~ \$27.50.
- B. Burial permit: ~~\$5~~ \$6.
- C. Death certificate (certified copy): ~~\$25~~ \$27.50 .

- D. Marriage license/domestic partnership (\$25 state): ~~\$28~~ \$31 .
- E. Marriage license (certified copy): ~~\$25~~ \$27.50 .
- F. Corrections: ~~\$25~~ \$27.50 .

§ 98-64. Light-duty towing fees.

Light-duty towing fees pursuant to Chapter 193 shall be as follows:

Service	Fee
Basic fee	\$120 <u>\$132</u>
Night/weekend basic fee	\$120 <u>\$132</u>
Storage outside	\$35 <u>\$39</u>
Secure storage	\$35 <u>\$39</u>
Road service day	\$70 <u>\$77</u>
Road service night	\$70 <u>\$77</u>
Spill cleanup per 40 bags of absorbent	\$35 <u>\$39</u>
After-hours pickup of vehicle	\$85 <u>\$94</u>
Rollback, additional fee	\$20 <u>\$22</u>
Winching fee per hour	\$100 <u>\$110</u>
Standby fee per hour	\$80 <u>\$88</u>
Brush cleanup	\$40 <u>\$44</u>
Tarp/wrap	\$40 <u>\$44</u>
Transmission disconnect	\$40 <u>\$44</u>
Extra man	\$70 <u>\$77</u>
Decoupling	\$60 <u>\$66</u>
Administrative fee, more than 3 trips, per	\$15 <u>\$17</u>

§ 98-65. Heavy-duty Towing/heavy-duty recovery fees.

Heavy-duty towing and recovery fees pursuant to Chapter 193 shall be as follows:

A. Basic tow fees.

- (1) 7,000 to 14,500 pounds: ~~\$225~~ \$248 .
- (2) 14,501 to 29,999 pounds: \$330 .
- (3) 30,000 to 49,999 pounds: ~~\$400~~ \$440 .
- (4) 50,000 to 80,000 pounds: ~~\$500~~ \$550 .

B. Additional services.

- (1) Disconnect drive shaft: ~~\$50~~ \$65 .
- (2) Connect airlines: ~~\$80~~ \$88 .
- (3) Caging brakes, per axle: ~~\$40~~ \$44 , plus additional fee for pins if left, ~~\$10~~ \$11 per.
- (4) Use of brake assist unit: ~~\$90~~ \$99 .

C. Winching/recovery: includes all services necessary to clean up scene and remove damaged unit, such

as secure loose parts, load and transport parts or cargo, etc.:

- (1) 70,000 to 29,999 pounds: ~~\$300~~ **\$330** per hour, charged in 1/2 hour increments.
- (2) 30,000 to 80,000 pounds: ~~\$600~~ **\$660** per hour, charged in 1/2 hour increments

2. This Ordinance shall be effective upon passage and publication as provided by law.

Introduced: May 4, 2026

Advertised: _____

Public Hearing: _____

Adopted: _____

Published:

ATTEST:

APPROVED:

GP Caminiti, Borough Clerk

James Davy, Mayor

**BOROUGH OF PENNINGTON
ORDINANCE #2026-19**

**AN ORDINANCE INCREASING VARIOUS FEES AND AMENDING
CHAPTER 98 OF THE BOROUGH CODE OF THE BOROUGH OF PENNINGTON,
COUNTY OF MERCER, STATE OF NEW JERSEY**

RECORD OF COUNCIL VOTE ON INTRODUCTION

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Kassler-Taub					Valenza				

RECORD OF COUNCIL VOTE ON ADOPTION

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Kassler-Taub					Valenza				

BOROUGH OF PENNINGTON

ORDINANCE 2026-20

**AN ORDINANCE AUTHORIZING ADJUSTMENT OF SEWER CHARGES
RELATED TO VERIFIED UNINTENDED WATER LEAKS FOR WHICH
THE CUSTOMER IS RESPONSIBLE**

WHEREAS, water and sewer charges are based in whole or in part upon metered water consumption;

WHEREAS, abnormal water usage may occasionally result from unintended water leaks occurring on the customer's side of the meter;

WHEREAS, such leaks may in turn cause extraordinary sewer charges even though the discharged water does not enter the sanitary sewer system;

WHEREAS, Borough Council seeks to provide an equitable mechanism for granting limited relief to the customer in these circumstances consistent with both the financial integrity of the Borough's water and sewer utility and its fiduciary stewardship of water as a shared, finite public resource;

WHEREAS, the intent of the relief provided is to charge for the water as metered while permitting reduction in sewer charges to the extent the discharged water cannot be shown to have entered the sanitary sewer system;

NOW, THEREFORE, BE IT ORDAINED, by the Borough Council of the Borough of Pennington, as follows:

1. Chapter 98 of the Borough Code at Section 98-41B, pertaining to quarterly charges for sewer customers, is hereby amended by the addition of a new Subsection G which shall read as follows:

G. Premises experiencing an unintended water leak in a location verified by the Department of Public Works as the responsibility of the customer but without evidence that the related volume of water entered the sanitary sewer system may be allowed a reduction in charges for sewer usage subject to the standards and procedures set forth in Chapter 159 of this Borough Code.

2. Chapter 159 of the Borough Code is hereby amended by the addition of a new

Section 159-40, Adjustment of Sewer Charges Related to Water Leaks, which shall read as follows:

- A. Sewer charges may be adjusted when the Department of Public Works verifies that an unintended water leak in a location for which the customer is responsible has caused abnormal consumption of water and the water related to the leak cannot be shown to have entered the sanitary sewer system, subject to the further limitations provided herein.

- B. As used in this section, the following definitions apply:
 - a. “abnormal consumption” means water usage that materially exceeds a customer’s normal usage.
 - b. “leak” means an unintended discharge of water occurring on private property **after the point of the water meter** whether in service lines, interior plumbing or private underground piping.
 - c. “not reasonably entered the sanitary sewer system” means and includes occurring underground prior to entering the structure or inside the structure prior to wastewater generation.
 - d. “normal usage” means the customer’s average metered water consumption in the most recent four quarters the property was in use.

- C. A customer shall be eligible for a billing adjustment when all of the following conditions are satisfied:
 - a. The leak resulted in abnormal consumption.
 - b. The abnormal consumption was not associated with irrigation, seasonal use or intentional usage of water.
 - c. The Superintendent of Public Works has determined that the leak has not reasonably entered the sanitary sewer system.
 - d. The leak has been fully repaired and satisfactory evidence of the repair has been provided to the Borough.
 - e. The other conditions for adjustment provided in this ordinance have been satisfied.

- D. An application for adjustment shall require:
 - a. Written description of the leak and its location.
 - b. Photographs of the source of the leak and its location, if reasonably obtainable.

- c. Proof of repair including description of the nature and location of the repair, documentation of the work performed, the plumber's invoice and receipt, and photographs of the repair if reasonably obtainable.
 - d. Any permits required for the work performed.
 - e. Written grant of access permitting the Borough a right in its discretion to inspect the premises and/or verify meter accuracy.
 - f. Proof that all charges for water together with normal usage charges for sewer have been made current.
- E. Subject to a determination by the Superintendent of Public Works that the requirements for an adjustment have been satisfied, the Borough shall recalculate sewer charges for the affected billing period on the assumption of normal usage. Sewer charges reasonably attributable to excess water usage caused by the leak shall be removed, together with related interest. The adjustment shall take the form of a credit to the utility account and shall not be paid as a cash refund.
- F. No more than one adjustment shall be granted for any twenty-four month period. No adjustment shall exceed two consecutive billing cycles.
- G. Requests must be submitted to the Superintendent of Public Works within ninety (90) days of leak repair. The Superintendent shall issue a written determination within thirty (30) days of receipt of a complete application. Appeals may be taken to the Borough Administrator within seven (7) days of the Superintendent's determination.
- H. Submission of false or misleading information in an application for adjustment shall result in denial of relief and such penalties as provided by law.
- I. Nothing herein shall be construed to authorize adjustment of water bills.
3. This ordinance shall take effect upon final passage and publication as provided by law.

Introduced: May 4, 2026

Advertised: _____

Public Hearing: _____

Adopted: _____

Published:

ATTEST:

APPROVED:

Gian-Paolo Caminiti, Borough Clerk

James Davy, Mayor

**BOROUGH OF PENNINGTON
ORDINANCE #2026-20**

**AN ORDINANCE AUTHORIZING ADJUSTMENT OF SEWER CHARGES RELATED TO VERIFIED
UNINTENDED WATER LEAKS FOR WHICH THE CUSTOMER IS RESPONSIBLE
IN THE BOROUGH OF PENNINGTON,
COUNTY OF MERCER, STATE OF NEW JERSEY**

RECORD OF COUNCIL VOTE ON INTRODUCTION

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Kassler-Taub					Valenza				

RECORD OF COUNCIL VOTE ON ADOPTION

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Kassler-Taub					Valenza				

**BOROUGH OF PENNINGTON
ORDINANCE 2026-21**

**ORDINANCE ESTABLISHING THE POSITION OF
DEPUTY CLERK IN THE BOROUGH OF PENNINGTON**

WHEREAS, the governing body of any municipality may by ordinance create the office of Deputy Clerk and provide for appointments thereto, compensation, term, and the duties and functions of the office, in accordance with N.J.S.A. 40A:9-135;

NOW, THEREFORE, BE IT ORDAINED, by Borough Council of the Borough of Pennington, as follows:

1. There is hereby established and created the position of Deputy Clerk in the Borough of Pennington.
2. The Deputy Clerk shall be appointed by resolution of Borough Council and shall serve at the pleasure of Borough Council.
3. Compensation shall be established by the Borough Salary Ordinance.
4. The Deputy Clerk shall report to the Clerk and support and assist the Clerk in the performance of the Clerk's responsibilities as Secretary to Council and the municipal corporation, Elections Official and coordinator of the administrative office of the Borough, subject to such further job description as may be authorized by resolution of Borough Council in consultation with the Clerk.
5. During the absence or disability of the Clerk, the Deputy Clerk shall have all the powers of the Clerk and shall perform the functions and duties of that office.
6. The Deputy Clerk shall be either a Registered Municipal Clerk or making progress toward that certification.
7. This Ordinance shall be effective upon passage and publication as provided by law.

Introduced: May 4, 2026

Advertised: _____

Public Hearing: _____

Adopted: _____

Published:

ATTEST:

APPROVED:

Gian-Paolo Caminiti, Borough Clerk

James Davy, Mayor

**BOROUGH OF PENNINGTON
ORDINANCE #2026-21**

**AN ORDINANCE ESTABLISHING THE POSITION OF DEPUTY CLERK IN
THE BOROUGH OF PENNINGTON,
COUNTY OF MERCER, STATE OF NEW JERSEY**

RECORD OF COUNCIL VOTE ON INTRODUCTION

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Kassler-Taub					Valenza				

RECORD OF COUNCIL VOTE ON ADOPTION

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Kassler-Taub					Valenza				

Ordinance #2026-22

BOND ORDINANCE AMENDING THE TITLE AND SECTION 3(a) OF BOND ORDINANCE #2020-9 OF THE BOROUGH OF PENNINGTON, IN THE COUNTY OF MERCER, NEW JERSEY, FINALLY ADOPTED JULY 6, 2020, IN ORDER TO INCLUDE AN ADDITIONAL PURPOSE

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF PENNINGTON, IN THE COUNTY OF MERCER, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring), AS FOLLOWS:

Section 1. The title of Bond Ordinance #2020-9 of the Borough of Pennington, in the County of Mercer, New Jersey (the "Borough"), finally adopted July 6, 2020 ("Bond Ordinance #2020-9"), is hereby amended to include an additional purpose and to read as follows:

"BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS OF THE BOROUGH OF PENNINGTON, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$1,200,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$1,140,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF."

Section 2. Section 3(a) of Bond Ordinance #2020-9 is hereby amended to include an additional purpose and to read as follows:

"The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is various capital improvements, including, but not limited to, renovations and improvements to Borough Hall and the preparation of a feasibility study of the First Aid Building for the relocation of the Police Department, including all work and materials necessary therefor and incidental thereto and further including all related costs and expenditures incidental thereto."

Section 3. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 4. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Re: BOROUGH OF PENNINGTON
AMENDING BOND ORDINANCE #2020-9

- 1 Certified copy of the minutes of the meeting of the Borough Council held on ___/___/___ showing introduction of the bond ordinance.
- 2 Date stamped screenshot of publication on the Borough's website following introduction in accordance with P.L. 2025, c. 72.
- 3 Certified copy of the minutes of the meeting of the Borough Council held on ___/___/___ showing public hearing and final adoption of the bond ordinance.
- 4 Date stamped screenshot of publication on the Borough's website following adoption in accordance with P.L. 2025, c. 72.
- 5 Clerk's Certificate executed no sooner than 21 days following final publication of the bond ordinance.

BELOW FOR McMANIMON, SCOTLAND & BAUMANN, LLC USE ONLY

Posted: ___/___/___ Useful Life: 15 years Reviewed By: _____

§20 Costs: N/A Mayor's Approval: ___/___/___

Amends: Ord. #2020-9, finally adopted July 6, 2020
Amends: Title and Description

Supplements: Ord. # _____ F/A: ___/___/___
Original Appropriation/Authorization: \$ _____ / \$ _____

Authorization for CFO to Sell Notes: _____ Yes _____ No
Resolution Authorizing CFO to Sell Notes: F/A ___/___/___

Grant Moneys Expected: N/A

EXTRACT from the minutes of a _____ meeting of the Borough Council of the Borough of Pennington, in the County of Mercer, New Jersey held at the _____ in the Borough on _____, 2026 at _____ o'clock ____m.

PRESENT:

ABSENT:

[Attach appropriate minutes hereto]

CERTIFICATE

I, Gian-Paolo Caminiti, Clerk of the Borough of Pennington, in the County of Mercer, State of New Jersey, HEREBY CERTIFY that the foregoing annexed extract from the minutes of a meeting of the governing body of the Borough duly called and held on _____, 2026 has been compared by me with the original minutes as officially recorded in my office in the Minute Book of the governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Borough this _____ day of _____, 2026.

Gian-Paolo Caminiti, Clerk

(SEAL)

EXTRACT from the minutes of a _____ meeting of the Borough Council of the Borough of Pennington, in the County of Mercer, New Jersey held at the _____ in the Borough on _____, 2026 at _____ o'clock ____m.

PRESENT:

ABSENT:

[Attach appropriate minutes hereto]

CERTIFICATE

I, Gian-Paolo Caminiti, Clerk of the Borough of Pennington, in the County of Mercer, State of New Jersey, HEREBY CERTIFY that the foregoing annexed extract from the minutes of a meeting of the governing body of the Borough duly called and held on _____, 2026 has been compared by me with the original minutes as officially recorded in my office in the Minute Book of the governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Borough this _____ day of _____, 2026.

Gian-Paolo Caminiti, Clerk

(SEAL)

CLERK'S CERTIFICATE

I, Gian-Paolo Caminiti, Clerk of the Borough of Pennington, in the County of Mercer, State of New Jersey, HEREBY CERTIFY as follows:

1. I am the duly appointed Clerk of the Borough of Pennington, in the County of Mercer, State of New Jersey (herein called the "Borough"). In this capacity I have the responsibility to maintain the minutes of the meetings of the governing body of the Borough and the records relative to all ordinances and resolutions of the Borough. The representations made herein are based upon the records of the Borough.

2. Attached hereto is a true and complete copy of a bond ordinance passed by the governing body of the Borough on first reading on _____, 2026 and finally adopted by the governing body on _____, 2026 and, where necessary, approved by the Mayor on _____, 2026.

3. On _____, 2026, the Notice of Pending Bond Ordinance was published on the Borough's internet website in compliance with P.L. 2025, c. 72, at least 7 days prior to the date of public hearing on such bond ordinance, and such publication remained on the Borough's internet website at least through the date of such public hearing. A date stamped screen shot of such publication on the date of first publication on the Borough's internet website is attached hereto as Exhibit A.

4. On _____, 2026, a copy of the bond ordinance and a notice that copies of the bond ordinance would be made available to the members of the general public of the Borough who requested copies, up to and including the time of further consideration of the bond ordinance by the governing body, was posted in the principal

municipal building of the Borough at the place where public notices are customarily posted. Copies of the bond ordinance were made available to all who requested them.

5. On _____, 2026, the Bond Ordinance Statement and Summary was published on the Borough's internet website in compliance with P.L. 2025, c. 72, and such publication remained on the Borough's internet website for at least 20 days following the date of such publication. A date stamped screen shot of such publication on the date of first publication on the Borough's internet website is attached hereto as Exhibit B.

6. A certified copy of the bond ordinance and a copy of the amended capital budget form has been filed with the Director of the Division of Local Government Services.

7. No protest signed by any person against making the improvement or incurring the indebtedness authorized therein, nor any petition requesting that a referendum vote be taken on the action proposed in the bond ordinance has been presented to the governing body or to me or filed in my office within 20 days after the publication set forth in Paragraph 5 above or at any other time after the final passage thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Borough this _____ day of _____, 2026.

Gian-Paolo Caminiti, Clerk

[SEAL]

Exhibit A

Date Stamped Screen Shot of Publication of
Notice of Pending Bond Ordinance and Summary

Exhibit B

Date Stamped Screen Shot of Publication of
Bond Ordinance Statement and Summary

NOTICE OF PENDING BOND ORDINANCE AND SUMMARY

The bond ordinance, the summary terms of which are included herein, was introduced and passed upon first reading at a meeting of the governing body of the Borough of Pennington, in the County of Mercer, State of New Jersey, on _____, 2026. It will be further considered for final passage, after public hearing thereon, at a meeting of the governing body to be held at the _____, in the Borough on _____, 2026 at _____ o'clock __.m. During the week prior to and up to and including the date of such meeting, copies of the full bond ordinance will be available at no cost and during regular business hours at the Clerk's office for the members of the general public who shall request the same. The summary of the terms of such bond ordinance follows:

Title: BOND ORDINANCE AMENDING THE TITLE AND SECTION 3(a) OF BOND ORDINANCE #2020-9 OF THE BOROUGH OF PENNINGTON, IN THE COUNTY OF MERCER, NEW JERSEY, FINALLY ADOPTED JULY 6, 2020, IN ORDER TO INCLUDE AN ADDITIONAL PURPOSE

Purposes:

A) To amend the title of Bond Ordinance #2020-9, finally adopted July 6, 2020 ("Bond Ordinance #2020-9"), to include an additional purpose and to read as follows:

"BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS OF THE BOROUGH OF PENNINGTON, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$1,200,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$1,140,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF."

B) To amend Section 3(a) of Bond Ordinance #2020-9 to include an additional purpose and to read as follows:

"The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is various capital improvements, including, but not limited to, renovations and improvements to Borough Hall and the preparation of a feasibility study of the First Aid Building for the relocation of the Police Department, including all work and materials necessary therefor and incidental thereto and further including all related costs and expenditures incidental thereto."

Appropriation: \$0

Bonds/Notes Authorized: \$0

Grant Appropriated: N/A

Section 20 Costs: \$0

Useful Life: 15 years

Gian-Paolo Caminiti, Clerk

This Notice is published pursuant to N.J.S.A. 40A:2-17.

BOND ORDINANCE STATEMENT AND SUMMARY

The bond ordinance, the summary terms of which are included herein, has been finally adopted by the Borough of Pennington, in the County of Mercer, State of New Jersey on _____, 2026 and the 20 day period of limitation within which a suit, action or proceeding questioning the validity of such bond ordinance can be commenced, as provided in the Local Bond Law, has begun to run from the date of the first publication of this statement. Copies of the full bond ordinance are available at no cost and during regular business hours at the Clerk's office for members of the general public who request the same. The summary of the terms of such bond ordinance follows:

Title: BOND ORDINANCE AMENDING THE TITLE AND SECTION 3(a) OF BOND ORDINANCE #2020-9 OF THE BOROUGH OF PENNINGTON, IN THE COUNTY OF MERCER, NEW JERSEY, FINALLY ADOPTED JULY 6, 2020, IN ORDER TO INCLUDE AN ADDITIONAL PURPOSE

Purposes:

A) To amend the title of Bond Ordinance #2020-9, finally adopted July 6, 2020 ("Bond Ordinance #2020-9") to include an additional purpose and to read as follows:

"BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS OF THE BOROUGH OF PENNINGTON, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$1,200,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$1,140,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF."

B) To amend Section 3(a) of Bond Ordinance #2020-9 to include an additional purpose and to read as follows:

"The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is various capital improvements, including, but not limited to, renovations and improvements to Borough Hall and the preparation of a feasibility study of the First Aid Building for the relocation of the Police Department, including all work and materials necessary therefor and incidental thereto and further including all related costs and expenditures incidental thereto."

Appropriation: \$0

Bonds/Notes Authorized: \$0

Grant Appropriated: N/A

Section 20 Costs: \$0

Useful Life: 15 years

**BOROUGH OF PENNINGTON
RESOLUTION 2026 – 5.2**

AUTHORIZING PAYMENT OF BILLS

WHEREAS, certain bills are due and payable as per itemized claims listed on the following schedules, which are made a part of the minutes of this meeting as a supplemental record;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Pennington that the bills be paid on audit and approval of the Mayor, the Appropriate Council Member and the Treasurer in the amount of \$ 991,427.77 from the following accounts:

Current	\$ 384,941.79
W/S Operating	\$ 555,434.64
Other Trust Fund	\$ 328.28
General Capital	\$ 40,000.00
Grant Fund	\$ 8,738.75
Developer’s Escrow	\$ 150.50
COAH Trust	\$ 232.00
Unemployment Trust	\$ 301.00
Animal Control	\$ 1,300.81
TOTAL	\$ 991,427.77

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Kassler-Taub					Valenza				

This is to certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Pennington at a meeting on May 4, 2026.

Gian-Paolo Caminiti, Borough Clerk

**BOROUGH OF PENNINGTON
RESOLUTION 2026-5.3**

**RESOLUTION APPOINTING LUBNA MUNEER CHIEF FINANCIAL
OFFICER IN THE BOROUGH OF PENNINGTON**

WHEREAS, the Chief Financial Officer of the Borough, who has served the Borough with distinction, has resigned effective May 1, 2026;

WHEREAS, State statute, NJSA 40A:9-140.10, requires that every municipality have a chief financial officer appointed by the governing body of the municipality, that the term of office of the chief financial officer be four years running from January 1 in the year of appointment, and that compensation of the chief financial officer be separately set forth in the municipal salary ordinance;

WHEREAS, Borough Council now seeks to appoint Lubna Muneer as its chief financial officer in accordance with the statute;

WHEREAS, Ms. Muneer has the required experience and holds a Municipal Finance Officer Certification from the New Jersey Department of Community Affairs, together with other relevant municipal certifications;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Pennington, as follows:

1. Lubna Muneer is hereby appointed Chief Financial Officer of the Borough for a term of four years, which shall run from January 1, 2025, with tenure eligibility to begin after five years;
2. Ms. Muneer shall begin work effective May 1, 2025;
3. Ms. Muneer's compensation shall be established in the Borough salary ordinance.

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Kassler-Taub					Valenza				

This is to certify that the foregoing is a true copy of a Resolution adopted by Pennington Borough Council at a meeting on May 4, 2026.

Gian-Paolo Caminiti, Borough Clerk

**BOROUGH OF PENNINGTON
RESOLUTION 2026-5.4**

**RESOLUTION APPOINTING ROBIN TILLOU DEPUTY CLERK
IN THE BOROUGH OF PENNINGTON**

WHEREAS, by Ordinance 2026-21, now pending, Borough Council seeks to establish the position of Deputy Clerk to assist the Clerk and perform the functions and duties of that office in the event of the Clerk’s absence or disability;

WHEREAS, Robin Tillou has served the Borough as Land Use Administrator and is near completion of training for certification as a Registered Municipal Clerk;

NOW, THEREFORE, BE IT RESOLVED, by Borough Council of the Borough of Pennington, as follows:

1. Robin Tillou is hereby appointed Deputy Clerk effective upon passage and publication of Ordinance 2026-21;
2. Ms. Tillou shall serve as Deputy Clerk at the pleasure of Borough Council.
3. Ms. Tillou’s compensation as Deputy Clerk shall be established by the Borough Salary Ordinance.
4. Ms. Tillou shall report to the Clerk and support and assist the Clerk as provided in the pending ordinance and the attached job description.
5. During the absence or disability of the Clerk, Ms. Tillou shall have all the powers of the Clerk and shall perform the functions and duties of that office.

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Kassler-Taub					Valenza				

This is to certify that the foregoing is a true copy of a Resolution adopted by Pennington Borough Council at a meeting on May 4, 2026.

Gian-Paolo Caminiti, Borough Clerk

**BOROUGH OF PENNINGTON
RESOLUTION 2026-5.5**

**RESOLUTION APPOINTING ROBIN TILLOU DEPUTY REGISTRAR
AS PART OF HER RESPONSIBILITIES AS DEPUTY CLERK**

WHEREAS, New Jersey statute, NJSA 26:8-17, provides that immediately upon acceptance of the appointment as registrar, the registrar shall appoint a deputy to assist in the normal, day-to-day operation of the office and to act in the registrar's stead in case of absence, disability or death of the registrar; and in the case of the registrar's death, act as local registrar until a new local registrar has been appointed and qualified;

WHEREAS, by Resolution 2026-4.4, adopted April 6, 2026, Borough Council has appointed Gian Paolo Caminiti the Borough Clerk effective May 1, 2026, and by reason of that appointment and the size of Pennington's population, Mr. Caminiti was simultaneously appointed Registrar of the Borough, also effective May 1, 2026, with the understanding that he will perform the duties and responsibilities of Registrar as part of his responsibilities as Borough Clerk without additional compensation;

WHEREAS, Mr. Caminiti, in his capacity as Registrar, has now appointed Robin Tillou Deputy Registrar, subject to formal action by Borough Council, in conjunction with the pending appointment of Ms. Tillou as Deputy Clerk, with the understanding that she will perform the duties and responsibilities of Deputy Registrar as part of her responsibilities as Deputy Clerk without additional compensation;

NOW, THEREFORE, BE IT RESOLVED, by Borough Council of the Borough of Pennington, that Robin Tillou is hereby appointed Deputy Registrar of the Borough effective upon adoption of the enabling ordinance now pending which shall effectuate her appointment as Deputy Clerk; and be it

FURTHER RESOLVED, as provided by law, that:

1. the Deputy Registrar shall have the authority to receive birth certificates and death certificates, to issue burial permits and copies of birth, death, marriage and civil union license applications, and to issue marriage and civil union licenses and register domestic partnerships;
2. the Deputy Registrar shall receive instructions from and perform her duties under the direct supervision of the Registrar, who shall be the final authority for fulfilling the duties of the Registrar outlined in NJSA 26:8-25;

- 3. the Deputy Registrar shall serve at the pleasure of the Registrar; and
- 4. upon approval of this Resolution, the Registrar shall file a copy of it with the State Registrar for the purpose of appropriate oversight.

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Kassler-Taub					Valenza				

This is to certify that the foregoing is a true copy of a Resolution adopted by Pennington Borough Council at a meeting on May 4, 2026.

Gian-Paolo Caminiti, Borough Clerk

**BOROUGH OF PENNINGTON
RESOLUTION 2026- 5.6**

**RESOLUTION AUTHORIZING PART-TIME EMPLOYMENT OF
PAYROLL AND BENEFITS SPECIALIST**

WHEREAS, the Borough has a need for a part-time payroll and benefits specialist to manage payroll and benefits as needed beginning immediately and continuing until June 15, 2026, pending the arrival of the Borough’s newly appointed Chief Financial Officer;

WHEREAS, the same payroll and benefits specialist can provide valuable backup for the new CFO if needed;

WHEREAS, the Borough has identified Jacqueline Nagin as the person who is able and willing to fill this role;

WHEREAS, Ms. Nagin has relevant certifications with long experience in Payroll, HR and Benefits management;

WHEREAS, Ms. Nagin will be compensated on an hourly basis up to five hours per week with the possibility of extra hours as may be determined by the Administrator, at a rate of \$100 per hour;

NOW, THEREFORE, BE IT RESOLVED, by Borough Council of the Borough of Pennington, that the Administrator is hereby authorized to hire Jacquelin Nagin on a part-time as needed basis on the terms set forth above.

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Kassler-Taub					Valenza				

This is to certify that the foregoing is a true copy of a Resolution adopted by Pennington Borough Council at a meeting on May 4, 2026.

Gian-Paolo Caminiti, Borough Clerk

**BOROUGH OF PENNINGTON
RESOLUTION 2026- 5.7**

**RESOLUTION AUTHORIZING PART-TIME EMPLOYMENT OF
COMMUNICATIONS AND MEDIA SPECIALIST**

WHEREAS, the Borough has a need for a part-time communications and media specialist to manage the Borough’s social media, website, and internal communications platforms as needed beginning immediately and continuing until December 31, 2026.

WHEREAS, the same communications and media specialist can provide valuable guidance on community outreach through the careful implementation of social media tools and website messaging, while also guiding internal communications practices within the Borough;

WHEREAS, the Borough has identified Zoe Storck as the person who is able and willing to fill this role;

WHEREAS, Ms. Storck has relevant experience and qualifications with experience in the management of community outreach services through her current role at the Pennington Library;

WHEREAS, Ms. Storck will be compensated on an hourly basis up to two hours per week with the possibility of extra hours as may be determined by the Administrator, at a rate of \$25 per hour with a total amount not to exceed \$2,500.00 for 2026;

NOW, THEREFORE, BE IT RESOLVED, by Borough Council of the Borough of Pennington, that the Administrator is hereby authorized to hire Zoe Storck on a part-time as needed basis on the terms set forth above.

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Kassler-Taub					Valenza				

This is to certify that the foregoing is a true copy of a Resolution adopted by Pennington Borough Council at a meeting on May 4, 2026.

Gian-Paolo Caminiti, Borough Clerk

BOROUGH OF PENNINGTON
RESOLUTION 2026-5.8

RESOLUTION RATIFYING AUTHORIZATION OF SUPPLEMENTAL
HDSRF GRANT APPLICATION AND RELATED PROFESSIONAL
SERVICES AGREEMENT WITH EXCEL ENVIRONMENTAL
RESOURCES, INC. IN CONNECTION WITH SUPPLEMENTAL
REMEDIAL INVESTIGATION FOR BLOCK 205/LOTS 4, 5 AND 12

WHEREAS, at the regular meeting of Borough Council on April 6, 2026, the Council authorized Excel Environmental, Inc. (“Excel”) to apply to the State of New Jersey on behalf of the Borough for supplemental grant funds from the Hazardous Discharge Site Remediation Fund (HDSRF) for costs related to remedial investigation and remedial investigation report exceeding the original estimate for completion of this work;

WHEREAS, Excel had advised the Borough that it will prepare a supplemental HDSRF application in the amount of \$24,734.08 for execution by the Borough to cover these costs; but Excel represents that it will hold the Borough harmless if the Supplemental Funding is not approved by NJDEP and EDA;

WHEREAS, Borough Council approved submission of the application by voice vote but without the text of the supporting Resolution;

WHEREAS, Borough Council now seeks to affirm formally and ratify its voice vote on April 6, 2026;

NOW, THEREFORE, BE IT RESOLVED, by Borough Council of the Borough of Pennington, as follows:

1. Authorization of Excel Environmental, Inc. to proceed with preparation of the above described Supplemental HDSRF Grant application is hereby affirmed and ratified;
2. Authorization of the Mayor, with the attestation of the Clerk as needed (a) to execute that Grant Application; and (b) to enter into a professional services agreement with Excel for that purpose, which shall hold harmless the Borough if the Supplemental funding is not granted, is hereby also affirmed and ratified.

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Kassler-Taub					Valenza				

This is to certify that the foregoing is a true copy of a Resolution adopted by Pennington Borough Council at a meeting on May 4, 2026.

GP Caminiti, Borough Clerk

**BOROUGH OF PENNINGTON
RESOLUTION 2026 – 5.9**

**RESOLUTION AMENDING THE OFFICIAL SIGNATORIES FOR THE
BOROUGH TO INCLUDE THE NEW CHIEF FINANCIAL OFFICER**

WHEREAS, Borough Council Resolution 2026-1.12 designated four official signatories for the Borough of Pennington, including the Borough’s former Chief Financial Officer;

WHEREAS, the appointment of the Borough’s new Chief Financial Officer, Lubna Muneer, necessitates that her name be substituted for the former CFO;

NOW, THEREFORE, BE IT RESOLVED, by Borough Council of the Borough of Pennington, that the following individuals shall henceforth be designated as official signatories for the Borough of Pennington:

- 1 Mayor – James Davy
- 2 Finance Officer – Lubna Muneer
- 3 Borough Administrator/Clerk – Gian Paolo Caminiti
- 4 Council President – Nadine Stern

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Kassler-Taub					Valenza				

This is to certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Pennington at a meeting on May 4, 2026.

Gian-Paolo Caminiti, Borough Clerk

**BOROUGH OF PENNINGTON
RESOLUTION 2026 5.10**

**RESOLUTION ADOPTING NEW REGULATIONS REGARDING CLAIMANT
CERTIFICATIONS AND PAYMENTS IN ADVANCE**

WHEREAS, N.J.A.C. 5:30-9A6(a) permits a local unit to accept vendor certifications in the form of signature stamp, facsimile signature, electronic signature and “wet” signatures; and

WHEREAS, N.J.A.C. 5:30-9A6(c) and Local Finance Notice 2018-13 provide that a local unit may enact a policy by resolution to not require claimant certification where the vendor or claimant does not provide such certification as part of its normal course of business. In instituting such a policy, the local unit shall have the discretion to require claimant certificate as it deems necessary and appropriate; and

WHEREAS, the Borough would not require claimant certification for the following types of payments and expenditures: government entities; insurance coverages; lessors with contractual obligations; motor fuels, refunds; public utilities; other miscellaneous payments under \$2,500.00 and any other situation deemed necessary and appropriate by the CFO; and

WHEREAS, claimant certification is not permitted to be waived for reimbursement of employee expenses or for services provided exclusively and entirely by an individual (sole proprietor); and

WHEREAS, N.J.A.C. 5:30-9A6(c)(1) and Local Finance Notice 2018-13 permit a local unit to submit payment in advance of delivery of materials or services for certain purposes including, but not limited to, conference registrations, educational courses, annual memberships and permitting fees.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Pennington that in accordance with N.J.A.C. 5:30-9A6 and Local Finance Notice 2018-13 the Borough shall:

1. Accept claimant signature in the form of a signature stamp, facsimile signature, electronic signature and “wet” signatures.
2. Waive the requirement to acquire a claimant certification in situations deemed necessary and appropriate by the CFO.
3. Permit payment in advance for services as deemed appropriate and necessary.

BE IT FURTHER RESOLVED, that the following policies shall remain in effect: a copy of the purchase order shall be provided to the vendor; invoices are required for payment; Borough staff shall review and approve transactions prior to submitting to the Finance Office for payment; and the bills list approval process shall remain in place; and this policy shall be reviewed from time to time.

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Kassler-Taub					Valenza				

This is to certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Pennington at a meeting on May 4, 2026.

Gian-Paolo Caminiti, Borough Clerk