

*If you have any questions regarding this agenda, please contact the Borough Clerk at 732-542-3400 x260 or boroughclerk@tintonfalls.com*



**Borough of Tinton Falls  
Council Meeting-Courtroom  
556 Tinton Avenue  
Tinton Falls, NJ 07724**

**AGENDA  
BOROUGH COUNCIL  
ANNUAL REORGANIZATION MEETING  
JANUARY 02, 2024**

**Meeting to begin at 7:30 PM**

**Notice: Please silence your cell phones. If you need to make a call, kindly make your call outside of the meeting room.**

**CALL TO ORDER**

Open Public Meeting Statement: Call to Order – Pursuant to Section 5 of the Open Public Meetings Act, Adequate Notice of This Meeting Has Been Provided by Posting on the Bulletin Board at Borough Hall and by Notification to the Asbury Park Press, the Newark Star Ledger, and the New Coaster at Least 48 Hours Prior to the Meeting and filing with the Borough Clerk all on December 19, 2023.

**SALUTE TO FLAG**

**STATEMENT OF ELECTION**

**SWEARING IN CEREMONY**

- Tracy A. Buckley, Councilmember
- Risa Clay, Councilmember
- Michael J. Nesci, Councilmember

**ROLL CALL**

**COUNCIL REORGANIZATION AND SWEARING IN**

1. Appointment of Council President
2. Appointment of Deputy Council President

**STATEMENT OF NEWLY ELECTED OFFICIALS**

**APPOINTMENTS TO PLANNING BOARD**

3. Mayor's Announcement of Class Members

**APPOINTMENTS TO HISTORIC PRESERVATION COMMISSION**

4. Mayor's Announcement of Class Members

**REPORT OF MAYOR/COUNCIL/ADMINISTRATION**

**ORDINANCES FOR INTRODUCTION**

**ORDINANCES FOR FINAL CONSIDERATION**

**PUBLIC DISCUSSION**

**MISCELLANEOUS BUSINESS FOR THE GOOD OF THE ORDER**

**RESOLUTIONS**

- 5. R-24-001 Resolution Appointing Members of Environmental Commission**
- 6. R-24-002 Resolution Appointing Members of Green Team Advisory Committee**
- 7. R-24-003 Resolution Appointment of Class III Member to Planning Board**
- 8. R-24-004 Resolution Appointing Members to the Zoning Board**
- 9. R-24-005 Resolution Appointments of Liaison to Committees**

#### **CONSENT AGENDA**

- 10. R-24-006 Resolution Designating the Official Newspapers for the Borough** - *This is an annual resolution designating the official newspapers pursuant to N.J.S.A. 40:53-1.*
- 11. R-24-007 2024 Temporary Operating Budget** - *State Statute provides that a municipality shall adopt a temporary municipal budget within the first thirty days of January to allow for payment of financial obligations prior to adoption of the annual budget.*
- 12. R-24-008 2024 Debt Service Budget** - *State Statute provides that a municipality can adopt a temporary resolution appropriating the permanent debt service requirements for the coming fiscal year.*
- 13. R-24-009 Resolution - Amending R-01-003 Authorizing Cash Management Plan** - *This resolution amends R-01-003 Authorizing a Cash Management Plan to amend the list of designated depositories for 2024.*
- 14. R-24-010 Resolution Authorizing Petty Cash Funds** - *This resolution establishes a Petty Cash Account in the amount of \$250.00 within the Department of Audit, Accounts and Control to be administered by the Tax Collector.*
- 15. R-24-011 Resolution Authorizing Cancellation of Municipal Certificate of Sale - Block 37 Lot 13** - *The Tax Collector has certified that the homeowner has paid in full the amount due on the tax sale certificate issued for delinquent sewer charges and cancellation of the certificate is in order.*

#### **EXECUTIVE SESSION** (if applicable)

#### **ADJOURNMENT**

**Items on the Borough Council Agenda are subject to change at any time prior to and during this meeting.**

**RESOLUTION APPOINTING MEMBERS OF ENVIRONMENTAL COMMISSION**

**BE IT RESOLVED**, that the appointment of the below listed persons made by the Mayor be and the same is hereby confirmed. Said terms to be effective as listed below.

Jonathan Cohen      Regular Member - Term 01/01/2024 - 12/31/2026 (Seat 1)  
Robert Markoff      Regular Member - Term 01/01/2024 - 12/31/2026 (Seat 2)  
Brynn Mosello      Regular Member - Term 01/01/2022 - 12/31/2024 (Seat 7) Unexpired  
Tatiana Swenda      Alt. Member #1 - Term 01/01/2023 - 12/31/2024 (Seat 8) Unexpired  
Michelle Simon      Alt. Member #2 - Term 01/01/2024 - 12/31/2025 (Seat 9)

\_\_\_\_\_  
, Council President

**BOROUGH OF TINTON FALLS COUNCIL**

<b>Council Member</b>	<b>Moved</b>	<b>Second</b>	<b>Ayes</b>	<b>Nays</b>	<b>Absent</b>	<b>Abstain</b>
Ms. Buckley						
Mrs. Clay						
Dr. Dobrin						
Mr. Nesci						
Mr. Manginelli						

**CERTIFICATION**

I, Michelle Hutchinson, Borough Clerk of the Borough of Tinton Falls, hereby certify the foregoing to be a true copy of a resolution adopted by the Tinton Falls Borough Council at their meeting held January 2, 2024.

WITNESS, my hand and the seal of the Borough of Tinton Falls this 2<sup>nd</sup> day of January 2024.

\_\_\_\_\_  
Michelle Hutchinson  
Borough Clerk

**RESOLUTION APPOINTING A MEMBER TO THE GREEN TEAM ADVISORY COMMITTEE**

**BE IT RESOLVED** that the Borough Council of the Borough of Tinton Falls appoints the following person to the Tinton Falls Green Team Advisory Committee for a one-year term to expire December 31, 2024:

Members:

Tracy Buckley	Agent and Council member
Ellen Goldberg	Environmental Commission member
Tatiana Swenda	Environmental Commission member
Steven Surman	Environmental Commission member
Brynn Mosello	Local Business representative
Lora Smith-Staines	Committee member
Vacant	Committee member

\_\_\_\_\_  
Council President

**BOROUGH OF TINTON FALLS COUNCIL**

<b>Council Member</b>	<b>Moved</b>	<b>Second</b>	<b>Ayes</b>	<b>Nays</b>	<b>Absent</b>	<b>Abstain</b>
Ms. Buckley						
Mrs. Clay						
Dr. Dobrin						
Mr. Nesci						
Mr. Manginelli						

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Michelle Hutchinson  
Borough Clerk

**RESOLUTION APPOINTING CLASS III MEMBER TO PLANNING BOARD**

**BE IT RESOLVED** by the Borough Council of the Borough of Tinton Falls that Michael J. Nesci is hereby appointed as the Borough Council's appointment to the Planning Board as a Class III Member. Term to expire December 31, 2024 (Seat 3).

\_\_\_\_\_  
Council President

**BOROUGH OF TINTON FALLS COUNCIL**

<b>Council Member</b>	<b>Moved</b>	<b>Second</b>	<b>Ayes</b>	<b>Nays</b>	<b>Absent</b>	<b>Abstain</b>
Ms. Buckley						
Mrs. Clay						
Dr. Dobrin						
Mr. Nesci						
Mr. Manginelli						

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Michelle Hutchinson  
Borough Clerk

**RESOLUTION APPOINTING MEMBERS TO ZONING BOARD OF ADJUSTMENT**

**BE IT RESOLVED**, by the Borough Council of the Borough of Tinton Falls that the following members be appointed to the Borough of Tinton Falls Zoning Board of Adjustment:

Kashyap Parikh	Member	Term to Expire 12/31/2027 (Seat 1)
Ronald Palmieri	Member	Term to Expire 12/31/2027 (Seat 2)
Shelia Hatami	Member	Term to Expire 12/31/2027 (Seat 7)
Scott Provines	Alternate Member #1	Term to Expire 12/31/2025 (Seat 8)
Gregory Alessi	Alternate Member #2	Term to Expire 12/31/2024 (Seat 9) Unexpired

\_\_\_\_\_  
Council President

**BOROUGH OF TINTON FALLS COUNCIL**

<b>Council Member</b>	<b>Moved</b>	<b>Second</b>	<b>Ayes</b>	<b>Nays</b>	<b>Absent</b>	<b>Abstain</b>
Ms. Buckley						
Mrs. Clay						
Dr. Dobrin						
Mr. Nesci						
Mr. Manginelli						

**CERTIFICATION**

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WITNESS, my hand and the seal of the Borough of Tinton Falls this 2<sup>nd</sup> day of January 2024.

\_\_\_\_\_  
Michelle Hutchinson  
Borough Clerk

**RESOLUTION - APPOINTING COUNCIL LIAISONS**

**BE IT RESOLVED** that the Borough Council of the Borough of Tinton Falls appoints the following liaisons for a one-year term to expire December 31, 2024:

Board of Education Liaison	Councilwoman Risa Clay
Environmental Commission Liaison	Councilwoman Tracy A. Buckley
Library Liaison	Councilman Larry Dobrin
Historic Commission Liaison	Councilman John Manginelli
Zoning Board Liaison	Councilman John Manginelli

\_\_\_\_\_  
Council President

**BOROUGH OF TINTON FALLS COUNCIL**

<b>Council Member</b>	<b>Moved</b>	<b>Second</b>	<b>Ayes</b>	<b>Nays</b>	<b>Absent</b>	<b>Abstain</b>
Ms. Buckley						
Mrs. Clay						
Dr. Dobrin						
Mr. Nesci						
Mr. Manginelli						

**CERTIFICATION**

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WITNESS, my hand and the seal of the Borough of Tinton Falls this 2<sup>nd</sup> day of January 2024.

\_\_\_\_\_  
Michelle Hutchinson  
Borough Clerk

**RESOLUTION DESIGNATION OF OFFICIAL NEWSPAPERS  
FOR THE BOROUGH OF TINTON FALLS**

**BE IT RESOLVED**, by the Borough Council of the Borough of Tinton Falls that the Asbury Park Press, The Coaster and the Newark Star Ledger are hereby designated as the official newspapers for the Borough of Tinton Falls pursuant to N.J.S.A. 40:53-1.

\_\_\_\_\_  
Council President

**BOROUGH OF TINTON FALLS COUNCIL**

<b>Council Member</b>	<b>Moved</b>	<b>Second</b>	<b>Ayes</b>	<b>Nays</b>	<b>Absent</b>	<b>Abstain</b>
Ms. Buckley						
Mrs. Clay						
Dr. Dobrin						
Mr. Nesci						
Mr. Manginelli						

**CERTIFICATION**

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WITNESS, my hand and the seal of the Borough of Tinton Falls this 2<sup>nd</sup> day of January 2024.

\_\_\_\_\_  
Michelle Hutchinson  
Borough Clerk



**RESOLUTION – 2024 TEMPORARY MUNICIPAL BUDGET**

**WHEREAS**, N.J.S.A. 40a:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2024 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

**WHEREAS**, the date of this resolution is within the first thirty days of January 2024; and

**WHEREAS**, the total appropriations in the 2023 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum of \$26,375,226 and \$5,356,500 for the General Budget and Sewer Utility Budget respectively; and

**WHEREAS**, 26.25% of the total appropriations in the 2023 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2023 budget is the sum of \$6,923,497 and \$1,406,081 for the General Budget and Sewer Utility Budget respectively.

**NOW, THEREFORE, BE IT RESOLVED** that the following schedule of temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his records.

\_\_\_\_\_  
Council President

**BOROUGH OF TINTON FALLS COUNCIL**

<b>Council Member</b>	<b>Moved</b>	<b>Second</b>	<b>Ayes</b>	<b>Nays</b>	<b>Absent</b>	<b>Abstain</b>
Ms. Buckley						
Mrs. Clay						
Dr. Dobrin						
Mr. Nesci						
Mr. Manginelli						

**CERTIFICATION**

I, Michelle Hutchinson, Borough Clerk of the Borough of Tinton Falls, hereby certify the foregoing to be a true copy of a resolution adopted by the Tinton Falls Borough Council at their meeting held January 2, 2024.

WITNESS, my hand and the seal of the Borough of Tinton Falls this 2nd day of January 2024

\_\_\_\_\_  
Michelle Hutchinson  
Borough Clerk

TEMPORARY  
APPROPRIATIONS  
2024

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**GENERAL BUDGET**

Division of Administration		
Salaries and Wages	\$	125,000.00
Other Expenses		8,000.00
Information Technology		80,000.00
Human Resources		
Salaries and Wages		35,000.00
Other Expenses		7,000.00
Office of the Mayor		
Salaries and Wages		2,000.00
Other Expenses		1,000.00
Borough Council		
Salaries and Wages		6,000.00
Other Expenses		2,000.00
Municipal Clerk		
Salaries and Wages		50,000.00
Other Expenses		13,000.00
Division of Finance		
Salaries and Wages		60,000.00
Other Expenses		10,000.00
Audit Services		30,000.00
Division of Revenue		
Salaries and Wages		55,000.00
Other Expenses		6,000.00
Office of Tax Assessor		
Salaries and Wages		35,000.00
Other Expenses		20,000.00
Division of Central Services		
Salaries and Wages		20,000.00
Other Expenses		16,000.00
Division of Law		
Other Expenses		310,000.00
Division of Engineering		
Salaries and Wages		44,000.00
Other Expenses		10,000.00
Historical Sites Office		
Other Expenses		2,000.00
Division of Planning		
Salaries and Wages		10,000.00
Other Expenses		40,000.00
Division of Zoning		
Salaries and Wages		10,000.00
Other Expenses		30,000.00

Division of Housing	
Other Expenses	25,000.00
Insurances	
Liability Insurance	300,000.00
Workers Compensation Insurance	200,000.00
Employee Group Insurance	800,000.00
Police Department	
Salaries and Wages	1,500,000.00
Other Expenses	200,000.00
Division of Emergency Management	
Salaries and Wages	10,000.00
Other Expenses	15,000.00
Aid to Volunteer Emergency Medical Services	
Other Expenses	25,000.00
Division of Fire Prevention	
Salaries and Wages	45,000.00
Other Expenses	2,700.00
Prosecutor	
Salaries and Wages	10,000.00
Other Expenses	1,000.00
Division of Streets	
Salaries and Wages	150,000.00
Other Expenses	70,000.00
Division of Sanitation	
Salaries and Wages	320,000.00
Other Expenses	10,000.00
Division of Central Maintenance	
Salaries and Wages	130,000.00
Other Expenses	120,000.00
Division of Buildings and Grounds	
Salaries and Wages	90,000.00
Other Expenses	30,000.00
Shade Tree Commission	
Other Expenses	1,000.00
Environmental Health Services	
Other Expenses	3,100.00
Animal Control Services	
Other Expenses	10,000.00
NJ PEOSHA	
Other Expenses	2,000.00
Contribution to Social Service Agencies	
Other Expenses	6,000.00
Division of Recreation	
Salaries and Wages	90,000.00
Other Expenses	50,000.00
Maintenance of Parks	
Salaries and Wages	125,000.00
Other Expenses	13,000.00

Electricity	40,000.00
Street Lighting	25,000.00
Telephone	30,000.00
Water	10,000.00
Natural Gas	20,000.00
Gasoline and Diesel Fuel	100,000.00
Telecommunications	40,000.00
Landfill/Solid Waste Disposal	75,000.00
Municipal Court	
Salaries and Wages	70,000.00
Other Expenses	8,000.00
Public Defender	
Salaries and Wages	6,000.00
Other Expenses	200.00
Construction Code Official	
Salaries and Wages	90,000.00
Other Expenses	3,000.00
Division of Code Enforcement	
Salaries and Wages	20,000.00
Other Expenses	30,000.00
Accumulated Leave Compensation	100,000.00
Social Security System	200,000.00
DCRP	2,000.00
Stormwater Management	
Other Expenses	10,000.00
Recycling Tax	
Other Expenses	1,000.00
Purchase of Automated Refuse Containers	30,000.00
Shared Service - Health Services	43,000.00
Shared Service - Finance	15,000.00
Shared Service - Municipal Court	75,000.00
	<hr/>
Total General Temporary Budget	<u><u>\$ 6,434,000.00</u></u>

**SEWER UTILITY BUDGET**

Salaries and Wages	\$ 200,000.00
Other Expenses	1,000,000.00
Social Security System	40,000.00
	<hr/>
Total Sewer Utility Temporary Budget	<u><u>\$ 1,240,000.00</u></u>

**RESOLUTION - 2024 DEBT SERVICE**

**WHEREAS**, N.J.S.A. 40A:4-19 provides authority for appropriating in a temporary resolution the permanent debt service requirements for the coming fiscal year providing that such resolution is not made earlier than December 20th of the year preceding the beginning of the fiscal year; and

**WHEREAS**, the date of this resolution is subsequent to December 19, 2023; and

**WHEREAS**, principal and interest will be due on various dates from January 1, 2024 to December 31, 2024, inclusive, on bonds and notes issued and outstanding.

**NOW, THEREFORE, BE IT RESOLVED** that the following appropriations be made to cover the period from January 1, 2024 to December 31, 2024 inclusive:

DEBT SERVICE – CURRENT FUND

Principal on Bonds	\$1,100,000
Principal on Notes	900,000
Interest on Notes	295,000
Interest on Bonds	227,250
	227,250
	\$2,522,250

\_\_\_\_\_  
Council President

**BOROUGH OF TINTON FALLS COUNCIL**

Council Member	Moved	Second	Ayes	Nays	Absent	Abstain
Ms. Buckley						
Mrs. Clay						
Dr. Dobrin						
Mr. Nesci						
Mr. Manginelli						

**CERTIFICATION**

I, Michelle Hutchinson, Borough Clerk of the Borough of Tinton Falls, hereby certify the foregoing to be a true copy of a resolution adopted by the Tinton Falls Borough Council at their meeting held January 2, 2024.

WITNESS, my hand and the seal of the Borough of Tinton Falls this 2nd day of January 2024

\_\_\_\_\_  
Michelle Hutchinson  
Borough Clerk

**RESOLUTION - AMENDING R-01-003 AUTHORIZING CASH MANAGEMENT PLAN**

**WHEREAS**, R-01-003 Authorizing Cash Management Plan was adopted by the Borough Council of the Borough of Tinton Falls on January 2, 2001; and

**WHEREAS**, the adopted Cash Management Plan included a list of designated depositories of the Borough of Tinton Falls; and

**WHEREAS**, the Chief Financial Officer has requested that the list of designated depositories be amended as follows:

TD Bank  
OceanFirst Bank  
Manasquan Bank  
N.J. Cash Management Fund

**WHEREAS**, the banks listed above with the exception of State of NJ Cash Management Fund have filed Chapter 271 Political Contribution Disclosure Forms pursuant to N.J.S.A.19:44A-20.26 (P.L. 2005 c.271, s2). In addition, all banks are protected by the State of New Jersey Governmental Unit Protection Act after filing Chapter 271 Political Contribution Disclosure Forms pursuant to N.J.S.A. 19:44A-20.26 (P.L. 2005 c.271, s2).

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Tinton Falls that Resolution R-01-003 be and is hereby amended as stated above.

**BE IT FURTHER RESOLVED**, that the Chief Financial Officer and/or designated Borough Officials are hereby authorized to execute any documents and/or contracts as required by the individual depositories.

**BE IT FURTHER RESOLVED**, that the Borough's authorized signatories are the Mayor, Borough Administrator, Chief Financial Officer and Tax Collector.

\_\_\_\_\_  
Council President

**BOROUGH OF TINTON FALLS COUNCIL**

<b>Council Member</b>	<b>Moved</b>	<b>Second</b>	<b>Ayes</b>	<b>Nays</b>	<b>Absent</b>	<b>Abstain</b>
Ms. Buckley						
Mrs. Clay						
Dr. Dobrin						
Mr. Nesci						
Mr. Manginelli						

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\_\_\_\_\_  
Michelle Hutchinson  
Borough Clerk

**RESOLUTION – AUTHORIZING PETTY CASH FUNDS**

**BE IT RESOLVED**, by the Borough Council of the Borough of Tinton Falls that petty cash funds be the same are hereby established for the following Departments in the amounts specified:

Department of Audit, Accounts & Control  
(Administered by Tax Collector) \$250.00

\_\_\_\_\_  
Council President

**BOROUGH OF TINTON FALLS COUNCIL**

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Ms. Buckley						
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Michelle Hutchinson  
Borough Clerk

**RESOLUTION - AUTHORIZING CANCELLATION OF MUNICIPAL CERTIFICATE OF SALE**

**WHEREAS**, Tax Sale Certificate #23-3320 was issued to the Borough of Tinton Falls for sewer charges on Block 37 Lot 13 (312 Hance Avenue), assessed to Park Church, at a tax sale held on December 13, 2023 and

**WHEREAS**, the Park Church has redeemed Certificate #23-3320 by paying the full amount of the certificate's delinquency.

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor and Municipal Clerk of the Borough of Tinton Falls are hereby authorized to endorse Certificate of Sale #23-3320 for cancellation.

I, Carol Hussey, Tax Collector of the Borough of Tinton Falls, hereby certify that Tax Sale Certificate #23-3320 was redeemed on December 14, 2023.

\_\_\_\_\_  
Carol Hussey, Tax Collector

\_\_\_\_\_  
Council President

**BOROUGH OF TINTON FALLS COUNCIL**

<b>Council Member</b>	<b>Moved</b>	<b>Second</b>	<b>Ayes</b>	<b>Nays</b>	<b>Absent</b>	<b>Abstain</b>
Ms. Buckley						
Mrs. Clay						
Dr. Dobrin						
Mr. Nesci						
Mr. Manginelli						

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Michelle Hutchinson  
Borough Clerk