

**\*\*MINUTES\*\***

**September 28, 2022**

**6:30 P.M.**

**Work Session of the Mayor and Council of the Borough of Englishtown, 15 Main Street,  
Englishtown, New Jersey 07726.**

Meeting Called to Order and Roll Call

The meeting was called to order by Mayor Reynolds at 6:30 P.M.

Roll Call Present: C/Francisco, C/Lewis, C/Mann, C/Marter, C/Robilotti, C/Sabin and  
Mayor Reynolds

Absent: None

Also Present: Borough Attorney Joseph Youssouf  
Deputy Finance Officer and Deputy Municipal Clerk Laurie Finger  
Finance Officer Sylvia Eryan-Hawileh  
Municipal Clerk Gretchen McCarthy.

Discussion Items:

- Review of Health Benefits Costs – Michael Mauro, Brown & Brown  
Gary Goldfarb, Senior Vice-President and Michael Mauro of Brown & Brown Benefit Advisors, Inc., gave presentation regarding the recent 24% cost increase for health benefits. County Commissioner Arnone set up a meeting regarding potential options the Central Jersey Health Insurance Fund can provide, for same or better levels of health insurance. Mr. Goldfarb described the process and the need for a utilization report from State Health Benefits, including prescription coverage. This could take up to 60 days to receive, and then Perma would need about 2 or 3 weeks to review the data. If a plan of equal or better service could be provided and the Borough wished to leave State Health Benefits, a 60-day notice would be required to them. Mr. Goldfarb and Mr. Mauro fielded questions from Council. Mayor Reynolds indicated that he will have a letter prepared for the utilization report.
- Fees for use of park fields – Councilmember Lewis  
Councilmember Lewis stated that most of the teams using the Borough fields are out of Manalapan and a cost for use could provide a revenue stream. Mayor Reynolds spoke regarding current and past user teams of the fields. Manalapan fees were also noted. Deputy Finance Officer Finger stated that any fees charged would need to be set by ordinance.
- Twice per month Council meetings – Councilmember Lewis  
Mayor Reynolds gave a brief history of when Council decided more than a decade ago to hold 1 meeting per month instead of 2, and suggested that incoming full Council should decide the meeting schedule. Councilmember Lewis explained that Council meetings currently run late and a 7:30pm start time is easier to make than 6:30pm, calling it a detriment to hold 1 meeting per month. It was further discussed that the yearly meeting schedule is set at the annual reorganization meeting per statute.

- Freehold Township Cloud Storage Services – Councilmember Marter  
 Councilmember Marter stated that he has spoken with Tom Muh, I.T. Director for Freehold Township, regarding the new service that they provide for cloud storage at a reasonable price. Mr. Marter also noted that Freehold I.T. does not currently provide web-site hosting but are looking into other options for the Borough. Mayor Reynolds indicated that the off-site cloud storage will lower the Borough’s insurance deductible in case of a cyber-attack.

Workshop Meeting Adjournment Time 7:00pm

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco		X			
Lewis		X			
Mann	X	X			
Marter		X			
Robilotti		X			
Sabin		X			
Mayor Reynolds	tie vote only				

**\*\* MINUTES \*\***

**Regular Meeting of the Mayor and Council of the Borough of Englishtown, 15 Main Street, Englishtown, New Jersey 07726.**

Meeting Called to Order and Roll Call

The meeting was called to order by Mayor Reynolds at 7:00 P.M.

Roll Call: Present: C/Francisco, C/Lewis, C/Marter, C/Mann, C/Robilotti, and Mayor Reynolds

Absent: None

Also present: Borough Attorney Joseph Youssouf  
 Deputy Finance Officer/Deputy Municipal Clerk Laurie Finger  
 Finance Officer Sylvia Eryan-Hawileh  
 Municipal Clerk Gretchen McCarthy

Statement of Compliance with Sunshine Law by:

Mayor Reynolds announced that pursuant to N.J.S.A.10:4-6 notification of this meeting has been (1) Published in the Asbury Park Press and notification made to the News Transcript the Official Newspapers of the Borough, (2) Posted to the Public at Borough Hall, (3) Copy has been filed with the Municipal Clerk, (4) Copy of this agenda and the Sunshine Statement has been filed with the Mayor and Council. The meeting was deemed in compliance with the Open Public Meetings Act.

Moment of Silence and Salute to the Flag  
Led by Mayor Reynolds

Approval of Minutes

There being no corrections, deletions or additions, a motion to approve the August 10, 2022 Executive Session meeting minutes and the August 24, 2022 Regular and Executive Session Meeting minutes was made by C/Robilotti, seconded by C/Marter, and approved on the following vote:

Roll Call:       Ayes: C/Francisco, C/Lewis, C/Mann, C/Marter, C/Robilotti, C/Sabin  
                  Nays: None  
                  Abstain: None  
                  Absent: None

Committee Reports

Councilmember Francisco- Code Enforcement, Public Health & Welfare & Public Events reported that he had a meeting with the Code Enforcement officer and the Chief and will probably have something to present at the next meeting. Code Enforcement currently has a list of issues being currently worked on. Mr. Francisco also reported on a volunteer clean up of the cemetery and encouraged all to go by and see the results. Also announced was a movie night being held at the Crossroads Assembly of God church on September 30. Mr. Francisco also reported that 3 or 4 families have expressed their displeasure with the recent one side parking posted on Hamilton Street.

Councilmember Lewis- Public Utilities inquired about rebilling of utility bills and further reported that lead sampling had been completed at the water plant.

Councilmember Mann- Public Safety read the August police report, noting that D.U.I. numbers were up this year.

Council member Marter- Legislative, Insurance and Licenses, Technology inquired whether the tablet and keys were received back from former Councilmember Wojyn. Mr. Marter also inquired whether any plans were made regarding the Halloween party usually held at the firehouse, pre-pandemic.

Councilmember Robilotti- Administration, Finance and Personnel reported on the hiring of a new finance clerk.

Councilmember Sabin- Public Buildings & Grounds indicated that he had written an email to DPW but did not receive a reply. Mayor Reynolds stated that the Borough Engineer, as certified public works manager, usually oversees that email account.

Correspondence

- From the Chief Financial Officer, dated September 9, 2022, the August 2022 Budget report
- From the Code Enforcement Officer, the August 2022 Monthly report
- Please submit Council reports to the Clerk for inclusion in the minutes.

Open Public Portion/Limited to Agenda Items Only

Motion was made by C/Francisco, seconded by C/Mann, and approved on the following roll call vote to open to public comment:

Roll Call:                   Ayes: C/Francisco, C/Lewis, C/Marter, C/Mann, C/Robilotti, C/Sabin  
                                  Nays: None  
                                  Abstain: None  
                                  Absent: None

Public Comment:

Paula Kuchinski – 11 Hamilton Street

- Made inquiry with regard to cost increase to hold 2 Council meetings per month.
- Asked when Hamilton Street will be re-paved after the current gas line replacement is complete.
- Made inquiry as to cost to the Borough for each ordinance considered by Council
- Asked why the Solid Waste Utility matter was being revisited after the lengthy discussions held at previous meetings.
- Inquired whether anyone on Council is intending, or is related to someone intending, to open a cannabis business in the Borough.
- Storm drains require cleaning around town.

Michael Hynes – 12 Harrison Avenue

- Raised concerns about garbage and whether independence is wanted.

Chief Cooke, Englishtown P.D.

- Spoke regarding the hire of a finance clerk without a prior background check.

Close to Public:

There being no further comments, motion was made by C/Mann, seconded by C/Lewis, and approved on the following roll call vote to close to public comment.

Roll Call:                   Ayes: C/Francisco, C/Lewis, C/Marter, C/Mann, C/Robilotti, C/Sabin  
                                  Nays: None  
                                  Abstain: None  
                                  Absent: None

Old Business:

**ORDINANCE NO. 2022-011**

**AN ORDINANCE REPEALING ORDINANCE NO. 2022-01 OF THE BOROUGH OF ENGLISHTOWN CREATING A SOLID WASTE UTILITY AND SETTING FORTH THE METHOD OF CALCULATION AND COLLECTION OF SERVICE FEES.**

**WHEREAS;** The Borough Council desires to repeal Ordinance No. 2022-01 creating and establishing a municipal solid waste collection authority in accordance with the provisions of N.J.S.A. 40A:4-34 through 40A: 4-36 et. seq.; and

**WHEREAS;** It is the intent and purpose of this Ordinance amendment to delete in its entirety, all ordinance sections referring to said Solid Waste Utility and to further amend Chapter 2 Section 57 “BRUSH, TRASH AND DEBRIS” of the Code of the Borough of Englishtown by deleting Section 57.05 “SOLID WASTE UTILITY” including:

- 57.05 Solid Waste Utility subsections A. and B.
- 57.05.01 “Recovery of costs and fees”
- 57.05.02 “Service charge”
- 57.05.03 “Computation of service charge”, and
- 57.05.04 “Payment of service charge”;

**NOW, THEREFORE, IT IS HEREBY ORDAINED** by the Council of the Borough of Englishtown that the above referenced ordinance amendments and sections thereof are repealed in their entirety.

Open Public Hearing on Ordinance 2022-11

Motion was made by C/Lewis, seconded by C/Francisco, and approved on the following roll call vote to open to public comment:

Roll Call      Ayes: C/Francisco, C/Lewis, C/Marter, C/Mann, C/Robilotti, C/Sabin  
                    Nays: None  
                    Abstain: None  
                    Absent: None

Public Comment:

Paula Kuchinski – 11 Hamilton Street

- Feels the ordinance should not be repealed until Council “has their act together”
- Inquired who town residents should call for service
- Buying “in bulk” saves money
- Suggested putting the matter out for referendum as Council is “too divided”.

John Yonus – 31 Tennent Avenue

- Feels the Borough should continue the current contract for another year until this matter can be figured out.

Timothy Ivins – 10 Harrison Avenue

- Remarkd that residents would have 3 months to find a vendor.

Further discussion ensued regarding the number of units to be serviced under the current contract, the possibility of continuing the public hearing until the October Council meeting, the contractually mandated timing to cancel the current garbage collection contract, the bid process under the Local Public Contracts Law and budgetary stability of the current contract.

Motion to Close Public Hearing on Ordinance 2022-11:

Motion was made by C/Francisco, seconded by C/Mann, and approved on the following vote to close public comment:

Roll Call      Ayes: C/Francisco, C/Lewis, C/Marter, C/Mann, C/Robilotti, C/Sabin  
                    Nays: None  
                    Abstain: None  
                    Absent: None

Motion to Adopt Ordinance 2022-11 on Second Reading:

On second reading, motion was made by C/Marter, seconded by C/Mann, and the following even vote was recorded on Ordinance 2022-11, entitled, “An Ordinance Repealing Ordinance No. 2022-01 of the Borough of Englishtown Creating a Solid Waste Utility and Setting Forth the Method of Calculation and Collection of Service Fees”:

Roll Call      Ayes: C/Francisco, C/Lewis, C/Sabin  
                    Nays: C/Mann, C/Marter, C/Robilotti  
                    Abstain: None  
                    Absent: None

There being a tie vote, Mayor Reynolds voted nay on Ordinance 2022-11, thereby defeating the motion.

New Business:

**ORDINANCE NO. 2022-012**

**AN ORDINANCE REPEALING SECTION 2.130.09 “PROHIBITED USES” OF CHAPTER 2.130 “ZONING”, AS AMENDED, OF THE CODE OF THE BOROUGH OF ENGLISHTOWN PROHIBITING THE OPERATION OF ANY CLASS OF CANNABIS BUSINESS WITHIN THE BOROUGH OF ENGLISHTOWN**

**WHEREAS;** The Borough Council adopted an Ordinance amending the Zoning Ordinance of the Borough of Englishtown pursuant to Section 31b. of P.L. 2021, c.16 the “New Jersey Cannabis Regulatory Enforcement and Assistance and Marketplace Modernization Act” which permits municipalities to prohibit the application of the provisions of the “Act” by adoption of an Ordinance; and

**WHEREAS;** Upon due reconsideration, the Governing Body of the Borough has determined that the adoption of the ordinance prohibiting the application of the Act within the Borough should be repealed forthwith.

**NOW, THEREFORE, IT IS HEREBY ORDAINED AS FOLLOWS:**

ARTICLE 1: The ordinance amendment prohibiting the operation of all classes of Cannabis Businesses within the Borough of Englishtown is repealed in its entirety.

ARTICLE II: Any article, section, paragraph, subsection or provision of this Ordinance inconsistent with the provisions of this Ordinance amendment is hereby repealed to the extent of such inconsistency.

ARTICLE III: Should any article, section, paragraph, subsection, clause or provision of this ordinance amendment be adjudged invalid or unconstitutional by a court of competent jurisdiction such adjudication shall apply only to the section, paragraph, subsection, or provision so adjudged and the remainder of this ordinance shall be deemed valid and effective.

ARTICLE IV: This ordinance shall take effect upon its passage and publication, publication with the Monmouth County Planning Board, and as otherwise provided by law.

Vote On Introduction of Ordinance 2022-012, Public Hearing/Second Reading set for October 26, 2022

Council Member	Motion/Second	Aye	Nay	Abstain	Absent
Francisco	X		X		
Lewis		X	X		
Mann				X	
Marter			X		
Robilotti				X	
Sabin			X		
Mayor Reynolds	tie vote only				

**ORDINANCE NO. 2022-013**

**AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 2 OF THE CODE OF THE BOROUGH OF ENGLISHTOWN REPEALING SECTION 2.136 “GARAGE AND YARD SALES IN THE BOROUGH OF ENGLISHTOWN”**

**BE IT HEREBY ORDAINED**, by the Mayor and Council of the Borough of Englishtown that Chapter 2 is hereby amended as follows:

ARTICLE I

SECTION 2.136 **GARAGE AND YARD SALES** is hereby repealed in its entirety.

ARTICLE II

**SEVERABILITY.**

Should any portion, section or subsection of this ordinance be ruled invalid or unconstitutional by a court of competent jurisdiction, such provision, portion, section or subsection shall be deemed severable and shall not affect the validity of the remaining portions of this ordinance which shall be in full force and effect.

ARTICLE II

**EFFECTIVE DATE.**

This ordinance shall take effect upon final passage after publication as required by law.

Vote On Introduction of Ordinance 2022-013, Public Hearing/Second Reading set for October 26, 2022

Council Member	Motion/Second	Aye	Nay	Abstain	Absent
Francisco		X	X		
Lewis	X		X		
Mann				X	
Marter			X		
Robilotti				X	
Sabin			X		
Mayor Reynolds	tie vote only				

**RESOLUTION NO. 2022-119**

**AUTHORIZING REFUND OF TAX SALE CERTIFICATE**

**WHEREAS**, the Borough of Englishtown Tax Collector has reported that the following Tax Sale Certificate has been sold to US Bank Cust/PC8 Firstrust Bank US Bank Global Trust Services :

Tax Sale Certificate No. 21-00016  
 Block 26.02, Lot 46  
 29 Heritage Drive  
 in the amount of \$256.46  
 premium of \$1,100.00  
 total of **\$1,356.46**

**WHEREAS**, the above-mentioned certificate has been redeemed by the tax collector and the lienholder is to obtain said total refund amount of \$1,356.46.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that it hereby authorizes payment in the amount of \$1,356.46 to US Bank Cust/PC8 Firstrust US Bank Global Trust Services, 50 South 16<sup>th</sup> St., Suite 2050, Philadelphia, Pennsylvania 19102:

**BE IT FURTHER RESOLVED** that a certified true copy of this Resolution be forwarded to the Borough's Tax Collector and Chief Financial Officer.

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco		X			
Lewis	X	X			
Mann		X			
Marter	X	X			
Robilotti		X			
Sabin		X			
Mayor Reynolds	tie vote only				

**RESOLUTION 2022-120**

Appointment of Full-Time Finance Clerk & Deputy Registrar

Motion was made by C/Robilotti, seconded by C/Lewis to table Resolution 2022-120 until after Council discusses the matter in Executive Session. All present Council members were in favor on voice vote.

**RESOLUTION NO. 2022-121**

**RESOLUTION OF AUTHORIZATION TO ENTER INTO A SHARED SERVICES AGREEMENT WITH MANALAPAN TOWNSHIP FOR DEPUTY MUNICIPAL COURT ADMINISTRATOR**

**WHEREAS**, the “Uniform Shared Services and Consolidation Act” N.J.S.A. 40A:65-1 through 40A:65-35 (the “Act”), authorizes local units of this State to enter into a contract with any other local

unit or units for the joint provision within their several jurisdictions of any service which any party to the agreement is empowered to render within its own jurisdiction; and

**WHEREAS**, the Borough of Englishtown identified an area where working together through shared services will result in positive outcomes for both municipalities, thereby adopting Resolution 2021-068 on March 24, 2021; and

**WHEREAS**, the Borough of Englishtown wishes to acknowledge, reaffirm and authorize entering into a Shared Services Agreement (“Agreement”) for Deputy Municipal Court Administrator with Manalapan Township to provide such service; and

**WHEREAS**, Manalapan Township has agreed to provide the Borough of Englishtown with the services of its Deputy Municipal Court Administrator pursuant to the terms and conditions set forth in a Shared Services Agreement between the Parties, attached hereto.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Englishtown in the County of Monmouth, State of New Jersey that it hereby authorizes and directs the Mayor to execute a Shared Services Agreement for the position of a Deputy Municipal Court Administrator at an hourly rate of \$42.00 per hour, not to exceed \$10,000 per annum.

<b>Council Member</b>	<b>Motion/Second</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Francisco		X			
Lewis	X	X			
Mann		X			
Marter		X			
Robilotti		X			
Sabin		X			
Mayor Reynolds	tie vote only				

**RESOLUTION NO. 2022-122**

**RESOLUTION OF THE BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, STATE OF NEW JERSEY  
 AUTHORIZING THE PAYMENT OF BOROUGH BILLS**

**WHEREAS**, the Mayor and Council have carefully examined all vouchers presented to the Borough for the payment of claims; and

**WHEREAS**, after due consideration of the said vouchers, the Mayor and Council have approved payment of same.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Englishtown, County of Monmouth, as follows:

1. The said approved vouchers amounting to the sum of \$673,724.94 are hereby authorized to be paid on September 28, 2022.
2. The Borough Clerk is hereby directed to list on the page in the Minutes Book following the minutes of this meeting all of the said vouchers hereby authorized to be paid.

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco		X			
Lewis	X	X			
Mann	X	X			
Marter		X			
Robilotti		X			
Sabin		X			
Mayor Reynolds	tie vote only				

Councilmember Francisco motioned, seconded by Councilmember Mann to have a review of Borough contracts for 2023 placed on the agenda for discussion on October 26, 2022. On voice vote, all Councilmember present voted aye approving the motion.

Councilmember Francisco motioned, seconded by Councilmember Lewis to discuss the creation of a Recreation Committee to usher in events in town, taking charge of events such as Easter and the Halloween party. Discussion ensued regarding fees and the need to review the fee schedule.

Councilmember Lewis motioned, seconded by Councilmember Francisco to have Borough Council meetings recorded. The existence of equipment to record the meetings was questioned and Mayor Reynolds suggested looking into including the cost of equipment in the 2023 budget.

Councilmember Lewis suggested revisiting the structure of Council committees. Mayor Reynolds requested the matter be listed on the December meeting agenda.

Councilmember Sabin made a motion, seconded by Councilmember Lewis to lower the salary of the Mayor and Councilmembers to \$0 annually, effective January 1<sup>st</sup>, in order for those saved funds to be used for hosting events and beautifying Main Street. The need for an amendment to the salary ordinance for said change was discussed to be added to the November meeting agenda.

Public Portion

Motion was made by C/Marter, seconded by C/Mann, and approved on the following roll call vote to open to public comment:

Roll Call: Ayes: C/Francisco, C/Lewis, C/Marter, C/Mann, C/Robilotti, C/Sabin  
 Nays: None  
 Abstain: None  
 Absent: None

Public Comment:

Chief Cooke – Englishtown P.D.

- Inquired about suggested web-hosting service vendor
- Spoke regarding Hamilton Street, Harrison Avenue, and Irving Place single side of street parking for safety concerns, including should a fire truck need to traverse the street.
- Suggested parking spots by the water tower.

Michael Hynes – 12 Harrison Avenue

- Disagrees with the single side of street parking ordinance
- Inquired about traffic cones on Hamilton Street
- Raised safety concerns of children due to cut-through traffic – not all properties have sidewalks
- Requested if the sign could be moved so as not to block the view from his window.

Margaret Case – 6 Harrison Avenue

- Voiced agreement with Mr. Hynes' comments on the parking ban ordinance.

Paula Kuchinski – 11 Hamilton Street

- Asked whether parking spots could be utilized at the Awning Warehouse lot.

Jack Smith – 29 Hamilton Street

- Suggested “no cut-thru” signs.

Close to Public:

There being no further comments, motion was made by C/Francisco, seconded by C/Robilotti, and approved on the following roll call vote to close to public comment.

Roll Call:       Ayes: C/Francisco, C/Lewis, C/Marter, C/Mann, C/Robilotti, C/Sabin  
                      Nays: None  
                      Abstain: None  
                      Absent: None

Executive Session

**RESOLUTION OF THE BOROUGH OF ENGLISHTOWN MAYOR AND  
COUNCIL FOR A CLOSED OR EXECUTIVE SESSION  
PURSUANT TO N.J.S.A. 10:4-13.**

**WHEREAS**, N.J.S.A. 10:4-12B provides that a public body may exclude the public from that portion of a meeting at which the body discusses contract negotiations;

1. Any matter which, by express provision of Federal Law or State statute or rule of court, shall be rendered confidential;
2. Any matter in which the release of information would impair a right to receive funds from the Government of the United States;
3. Any material, the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records or personal material including health records, legal defense, insurance, etc.
4. Any collective bargaining agreement or terms and conditions related thereto;
5. Any matter involving the purchase, lease or acquisition of real property with public funds;
6. Any tactics and techniques utilized in protecting the public safety and property;
7. Any pending or anticipated litigation or contract negotiation wherein the public body is, or may become a party. Any matters, falling within the attorney-client privilege, to the extent that confidentiality is required.
8. Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance of, promotion or disciplining of any

specific prospective public officer or employee or current officer or employee, employed or appointed by the public body.

9. Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or suspension or loss of a license or permit.

**WHEREAS**, N.J.S.A. 10:4-13 provides that a public body may not exclude the public from any meeting to discuss any matters described in N.J.S.A. 10:4-12 until the public body has adopted a resolution at a meeting to which the public shall be admitted, stating the general nature of the subject to be discussed and stating as precisely as possible, the time and when the circumstances under which the discussion conducted in a closed session of the public body can be disclosed to the public.

**WHEREAS**, the Mayor and Council of the Borough of Englishtown believe that a closed session pursuant to Section 4 of N.J.S.A. 10:4-12b is required to discuss falling within personnel matters.

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, that the public be excluded from this portion of the public meeting convened this 24<sup>th</sup> day of August, 2022, pursuant to Section 4 of the Open Public Meetings Act.

**BE IT FURTHER RESOLVED**, that the subject matter of this executive session will be made public when it is no longer required that the subject matter discussed be kept privileged.

<b>Council Member</b>	<b>Motion/Second</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Francisco		X			
Lewis		X			
Mann		X			
Marter	X	X			
Robilotti		X			
Sabin		X			
Mayor Reynolds	tie vote only				

After it having been tabled earlier in the meeting, Council considered the following resolution upon return from Executive Session:

**RESOLUTION NO. 2022-120**

**APPOINTMENT OF FINANCE CLERK**

**WHEREAS**, there is a vacancy within the Borough of Englishtown for the position of Finance Clerk and Deputy Registrar; and

**WHEREAS**, the Governing Body wishes to fill said positions; and

**WHEREAS**, it is the recommendation of the Administration, Finance and Personnel Committee to appoint Jodi Ryzoff, of Freehold, New Jersey.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey as follows:

1. Jodi Ryzoff is hereby appointed as Finance Clerk for the Borough of Englishtown, effective upon completion of fingerprints.
2. For the purposes of training, said position shall be part-time from October 1, 2022 until after the completion of fingerprinting when it shall become full-time, at thirty five (35) hours per week, paid at \$45,500.00 annually, payable bi-weekly per the salary ordinance.
3. Jodi Ryzoff is hereby appointed as Deputy Registrar of the Borough of Englishtown and will need to obtain Certified Municipal Registrar certification. Upon successful completion of said training, a annual stipend of \$1,500.00 will be payable bi-weekly per the salary ordinance.
4. Said appointment is contingent upon a ninety (90) day probationary period upon completion of which, work performance shall be evaluated.

**BE IT FURTHER RESOLVED** that a certified true copy of this resolution be forwarded to the Borough's Chief Financial Officer and Jodi Ryzoff.

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco				X	
Lewis		X	X		
Mann	X		X		
Marter			X		
Robilotti			X		
Sabin			X		
Mayor Reynolds	tie vote only				

Meeting Adjournment

There being no further business a motion to adjourn was offered by C/Lewis, seconded by C/Francisco with all present Council members in favor on voice vote.

10:28 P.M.

\_\_\_\_\_  
 October 26, 2022  
 Date Approved

\_\_\_\_\_  
*Gretchen McCarthy*  
 Municipal Clerk