

Borough of Englishtown

****REGULAR MEETING****

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

May 22, 2024

6:00 PM Executive Session 6:30 Public Session

ANNOUNCEMENT OF MEETING (OPEN PUBLIC MEETINGS ACT NOTICE)

I hereby announce that pursuant to Section 5 of the Open Public Meetings Act that adequate notice of this meeting has been provided in the notice which was sent to the Asbury Park Press, and posted on the bulletin board in Borough Hall and filed in the Borough Clerk's Office on January 12, 2024.

Executive Session: Attorney Client Privilege Matter
Personnel
Contract Negotiations

Regular Meeting:

1. Meeting Called to Order and Roll Call
2. Statement of Compliance with Sunshine Law
3. Poppy Day Proclamation
4. Salute to the Flag
5. Audit Presentation
 - Resolution 2024-091
Corrective Action Plan for the 2023 Annual Audit
 - Resolution 2024-092
Governing Body Certification of the Annual Audit
6. Open Public Portion Limited to Agenda Items Only
Limited to three (3) minutes per citizen to be determined at Borough Council's discretion. Any and all situations regarding Borough Personnel, when names are implied or mentioned, are to be brought to the full attention of the Council through an appointment and subsequent disclosure through the Personnel Committee.
7. Committee Reports

8. Budget Hearing & Adoption
 - Ordinance 2024-05 PUBLIC HEARING & ADOPTION
Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank (N.J.S.A. 40A: 4-45.14)
 - Resolution 2024-093
Budget Amendments
 - Resolution 2024-094
Authorization to Adopt Budget by Title Only
 - Public Hearing on 2024 Budget
 - Resolution 2024-095
Adoption of the 2024 Municipal Budget
 - Resolution 2024-096
Certification of Local Budget Examination

9. Old Business
 - Ordinance 2024-06 PUBLIC HEARING & ADOPTION
Ordinance Amending Chapter 114 of the Code of the Borough of Englishtown Concerning the Borough's Police Department
 - Bond Ordinance 2024-07 PUBLIC HEARING & ADOPTION
Bond Ordinance Providing for Improvements to Sanford Memorial Park
 - Ordinance 2024-08 PUBLIC HEARING & ADOPTION
Ordinance Amending Chapter 2.130 of the Code of the Borough of Englishtown to Permit Delivery and Drive-Thru for Class 5 Cannabis Retailers and Class 6 Cannabis Delivery Services
 - Ordinance 2024-09 PUBLIC HEARING & ADOPTION
Ordinance Amending Chapter 620 of the Borough Code by Adopting a New Zoning Map
 - Resolution 2024-089 ***TABLED ON 5/9/24***
Resolution of Support and Sustainability for Licensed Class V Retail Cannabis Dispensary Cannasense, Inc.

10. Consent Agenda
 - Resolution 2024-097
Awarding Cleaning Contract for Borough Hall

- Resolution 2024-098
Awarding Information Technology Services Contract
- Resolution 2024-099
Revoking Resolution of Support for Green Torch, LLC
- Resolution 2024-100
Designating Borough Clerk Salary
- Resolution 2024-101
Awarding Contract for Harrison Avenue Roadway Improvement Project
- Resolution 2024-102
Payment of Borough Bills
- Resolution 2024-103
Resolution of Support for the Application of MQ3 Manufacturing Inc for a Class 2 Cannabis Manufacturing License
- Resolution 2024-104
Adopting New Borough Flag and Borough Emblem

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11. Public Portion- Non-Agenda Items
Limited to three (3) minutes per citizen to be determined at Borough Council's discretion. Any and all situations regarding Borough Personnel, when names are implied or mentioned, are to be brought to the full attention of the Council through an appointment and subsequent disclosure through the Personnel Committee.
 12. Adjournment

**** NEXT COUNCIL MEETING JUNE 26, 2024 AT 6:30 PM ****

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2024-091**

**APPROVING THE CORRECTIVE ACTION PLAN FOR THE 2023
MUNICIPAL AUDIT**

WHEREAS, the Borough of Englishtown has received a report of audit for the year ending December 31, 2023; and

WHEREAS, Local Finance Notice No. 92-15 dated July 8, 1992 requires that the Chief Financial Officer submits a Corrective Action Plan for all findings in the audit within 60 days of receipt of the Report of Audit; and

WHEREAS, the Chief Financial Officer has prepared a Corrective Action Plan relating to the findings of the 2023 Audit.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Englishtown, in the County of Monmouth, New Jersey, does hereby approve the Corrective Action Plan for the year 2023 as submitted by the Chief Financial Officer.

BE IT FURTHER RESOLVED that the Borough Clerk is hereby directed to forward a copy of this resolution and the Corrective Action Plan to the Director of the Division of Local Government Services.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to the Chief Financial Officer.

| <u>Council Member</u> | <u>Motion/Second</u> | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
|-----------------------|----------------------|------------|------------|----------------|---------------|
| Jewusiak | | | | | |
| M. Lewis | | | | | |
| W. Lewis | | | | | |
| Reque | | | | | |
| Sabin | | | | | |
| Sarti | | | | | |
| Mayor Francisco | tie vote only | | | | |

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held May 22, 2024.

Kerry Killeen, Municipal Clerk

CORRECTIVE ACTION PLAN

ENGLISHTOWN BOROUGH, COUNTY OF MONMOUTH

Audit 12/31/2023

Finding 2023-1

The general ledger was not timely maintained in the Borough's financial reporting system.

Recommendation

That internal control policies and procedures should be developed to properly maintain a timely and accurate general ledger system.

Corrective Action

Internal staffing changes and shifting responsibilities provide additional oversight and control of the internal control policy regarding the maintenance of the general ledger. Policies are already in existence and will be enforced to ensure compliance with the required accounting practices.

Implementation Date

January 2024

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2024-092**

GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2023 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Committee of the Borough of Englishtown, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby

submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

| Council Member | Motion/Second | Aye | Nay | Abstain | Absent |
|-----------------------|----------------------|------------|------------|----------------|---------------|
| Jewusiak | | | | | |
| M. Lewis | | | | | |
| W. Lewis | | | | | |
| Reque | | | | | |
| Sabin | | | | | |
| Sarti | | | | | |
| Mayor Francisco | tie vote only | | | | |

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held May 22, 2024.

Kerry Killeen, Municipal Clerk

**BOROUGH OF ENGLISHTOWN
ORDINANCE NO. 2024-05**

**CALENDAR YEAR 2024
AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET
APPROPRIATION LIMITS AND ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Borough Council of the Borough of Englishtown in the County of Monmouth finds it advisable and necessary to increase its Current Year 2024 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Borough Council hereby determines that a 3.5% increase in the budget for the said year, amounting to \$21,620.20 excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Borough Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years;

NOW THEREFORE BE IT ORDAINED, by the Borough Council of the Borough of Englishtown, in the County of Monmouth, a majority of the full authorized membership of this governing body affirmatively concurring that, in the Current Year 2024 budget year, the final appropriations of the Borough of Englishtown shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$21,620.20, and that the Current Year 2024 municipal budget for the Borough of Englishtown be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

DATE OF INTRODUCTION April 24, 2024

| Council Member | Motion/Second | Aye | Nay | Abstain | Absent |
|-----------------|---------------|-----|-----|---------|--------|
| Jewusiak | | x | | | |
| M. Lewis | | x | | | |
| W. Lewis | x | x | | | |
| Reque | | x | | | |
| Sabin | | x | | | |
| Sarti | | x | | | |
| Mayor Francisco | tie vote only | | | | |

DATE OF ADOPTION May 22, 2024

| Council Member | Motion/Second | Aye | Nay | Abstain | Absent |
|-----------------|---------------|-----|-----|---------|--------|
| Jewusiak | | | | | |
| M. Lewis | | | | | |
| W. Lewis | | | | | |
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| Sabin | | | | | |
| Sarti | | | | | |
| Mayor Francisco | tie vote only | | | | |

Date: _____
Mayor Daniel Francisco

 Attested

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2024-094**

AUTHORIZING THE MUNICIPAL BUDGET BE READ BY TITLE ONLY.

WHEREAS, N.J.S. 40A:4-8 provides that the budget be read by title only at the time of public hearing if a resolution is passed by not less than a majority of the full governing body, providing that at least one week prior to the date of hearing a complete copy of the approved budget as advertised has been posted in the Municipal Building and copies have been made available by the Clerk to persons requesting them; and

WHEREAS, these conditions have been met;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Englishtown, in the County of Monmouth, State of New Jersey, that the budget shall be read by title only.

| <u>Council Member</u> | <u>Motion/Second</u> | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
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| Jewusiak | | | | | |
| M. Lewis | | | | | |
| W. Lewis | | | | | |
| Reque | | | | | |
| Sabin | | | | | |
| Sarti | | | | | |
| Mayor Francisco | tie vote only | | | | |

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held May 22, 2024.

Kerry Killeen, Municipal Clerk

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2024-2024-096**

CERTIFICATION OF LOCAL BUDGET EXAMINATION

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and,

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and,

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Borough of Englishtown has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the Borough of Englishtown meets the necessary conditions to participate in the program for the 2024 budget year;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Englishtown that, in accordance with N.J.A.C. 5:30-7.6a & b and based upon the Chief Financial Officer's certification, the Governing Body has found the Budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the Budget:

- a. Payment of interest and debt redemption charges
- b. Deferred charges and statutory expenditures
- c. Cash deficit of preceding year
- d. Reserve for uncollected taxes
- e. Other reserves and non-disbursement items
- f. Any inclusions of amounts required for school purposes

2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at 40A:4-45.3 et seq. are fully met (complies with the "CAP" Law).

3. That the Budget is in such form, arrangement and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.

4. That pursuant to the Local Budget Law:

- a. All estimates of revenue are reasonable, accurate and correctly stated,
- b. Items of appropriation are properly set forth
- c. In itemization, form, arrangement and content, the Budget will permit the exercise of the comptroller function with the municipality.

5. The Budget and associated amendments have been introduced, publicly advertised and adopted in accordance with the relevant provisions of the Local Budget Law,

except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.

6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED that a certified copy of the within Resolution be forwarded to the following:

1. Jacquelyn Suarez, Director of the Division of Local Government Services
2. Jeffrey Elsasser, Chief Financial Officer
3. Matthew S. Clark, Monmouth County Board of Taxation
4. Bob Allison, Township Auditor

CERTIFICATION OF APPROVED BUDGET

It is hereby certified that the Approved Budget complies with the requirements of law and approval is given pursuant to N.J.S.A. 40A:4-78(b) and NJAC 5:30-7.

It is further certified that the municipality has met the eligibility requirements of NJAC 5:30-7.4 and 7.5 and that I, as Chief Financial Officer, have completed the local examination in compliance with NJAC 5:30-7.6.

Dated: _____

By : _____
 Chief Financial Officer

| <u>Council Member</u> | <u>Motion/Second</u> | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
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| Jewusiak | | | | | |
| M. Lewis | | | | | |
| W. Lewis | | | | | |
| Reque | | | | | |
| Sabin | | | | | |
| Sarti | | | | | |
| Mayor Francisco | tie vote only | | | | |

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held May 22, 2024.

Kerry Killeen, Municipal Clerk

BOROUGH OF ENGLISHTOWN
ORDINANCE 2024-06
AN ORDINANCE AMENDING CHAPTER 114 OF THE CODE OF THE BOROUGH OF
ENGLISHTOWN CONCERNING THE BOROUGH'S POLICE DEPARTMENT

WHEREAS, the Mayor and Council submit this Ordinance to amend Chapter 114 of the Borough Code to modify certain sections applicable to the Borough's Police Department.

SECTION 1

1. §114-2(D) shall be amended to eliminate the existing language and replace it with new language as follows:

~~D. The Police Chief shall establish rules and regulations for the governance and efficient working of the police department. Any rules and regulations promulgated by the Police Chief shall be reviewed by the Police Commission and shall be approved by resolution of the governing body.~~

D. The Police Commission shall, from time to time, as may be necessary, adopt and amend the rules and regulations for the government and discipline of the Police Department and its employees. The rules and regulations shall fix and provide for the enforcement of such rules and regulations and the enforcement of penalties for the violation of such rules and regulations. All employees of the Police Department, including the Chief of Police, shall be subject to such rules and regulations and penalties.

2. §114-4(B), regarding promotions, shall be amended as follows with new language underlined:

B. Promotions. The Mayor and Council desire to promote the most qualified candidates ~~demonstrated ability, and competitive examinations~~ for promotional opportunities within the police department. In accordance with N.J.S.A. 40A:14-129, promotion of any officer shall be made from the membership of the department. No person shall be eligible for promotion unless he or she shall have served as a full time police officer in the Borough Police Department for a

period of three years. No person shall be eligible for promotion to a superior officer position unless he or she has previously served as a patrol officer in the department.

(1) When two or more candidates are ranked equally pursuant to the promotional procedure, preference shall be given to the candidate with the most seniority in service pursuant to N.J.S.A. 40A:14-129, or a resident over a nonresident pursuant to N.J.S.A. 40A:14-122.6.

(2) The Police Commission shall serve as the reviewing committee for department promotions. If the Police Commission determines there to be exigent circumstances demanding a waiver of the normal promotional process, including applications, examinations and interviews, the Police Commission may waive the promotional procedures and promote a police officer based upon the officer's demonstrated merit and capabilities. The determination as to whether an exigency exists sufficient to warrant the waiver of the promotional procedures falls within the sole discretion of the Police Commission. Any promotion made under exigent circumstances must be approved by a vote of the Mayor and Council.

3. §114-6, concerning the appointment of a Police Physician shall be abolished, and replaced with the following provision:

§114-6. Financial Duties of Chief of Police

A. The Chief of Police serves in a fiduciary role for the Borough and shall be responsible to assist the Chief Financial Officer in managing the Police Department Budget and obtaining requisitions for purchase orders.

B. Consistent with the Chief's fiduciary role, the Chief of Police shall be expected to conduct business on behalf of the Borough in an exemplary manner with regard to all financial dealings with Borough contractors, members of the public and vendors.

C. The Chief of Police is required and presumed to be knowledgeable of all Borough contracts, by-laws and financial arrangements with vendors that do business with the Borough's police department, including but not limited to, the Joint Insurance Fund ("JIF"), vehicle service and repair shops and the terms of shared service agreements to which the Police Department is subject.

D. The Chief of Police must process all invoices for payment within 30 days of receipt and work in conjunction with the Chief Financial Officer and Clerk to ensure that all financial matters concerning the Borough's budget and audits are conducted in an efficient and orderly manner.

E. Failure of the Chief of Police to carry out his financial duties honorably, efficiently and in good faith, as set out in this provision, shall be grounds for termination or demotion.

4. Section 114-7, Hours of Duty, will be amended to add a new paragraph as follows:

§ 114-7. Hours of duty.

Members of the Department shall have regular hours assigned to them for active duty each day, and when not so employed they shall be considered off duty. They shall, however, be held always subject to duty and, although periodically reviewed from the routine performance of duty, are always subject to orders from proper authority and to call from civilians, and the fact that they may be technically off duty shall not be held as relieving them from possibility of taking proper police action.

The Chief of Police is required to work in the Police Department administrative offices on regular non-holiday weekdays during the hours of 9 a.m. to 5 p.m., except during his pre-scheduled vacation or when out on approved leave of absence. The Chief may be required to work additional hours as need be and is not entitled to receive overtime for said hours. The Chief of Police is not permitted to work off-duty details, except that the Chief may be eligible for off-duty detail assignments that are scheduled outside of the Chief's regular working hours as set forth in this provision.

5. §114-27 shall be amended to add a new paragraph as follows:

I. The Chief of Police shall be ineligible for special duty assignments.

A new section, §114-28, shall be added as follows:

§ 114-28. Disciplinary actions.

A. Disciplinary action shall be taken against sworn members of the Police Department in accordance with the Rules and Regulations adopted by resolution pursuant to Subsection 114-2(D) above and for violations of New Jersey statutes or this code, including for general misconduct under N.J.S.A. 40A:14-147.

B. Disciplinary action against a police officer may include counseling, oral reprimand, written reprimand, fine, suspension, demotion and/or removal from the police force.

C. No sworn officer shall be suspended, removed, fined or reduced in rank from or in office, employment, or position therein, except for just cause and then only upon a written complaint setting forth the charge or charges against such officer in accordance with N.J.S.A. 40A:14-147 et seq. and this subsection:

1. The complaint shall specify the disciplinary charge(s) and shall notify the respondent of the date, time and place of the hearing which shall be not less than 10 nor more than 30 days from the date of service of the complaint. Failure to comply with the provisions of this section as to the service of the complaint shall require dismissal of the complaint.

2. A complaint charging a violation of the rules and regulations adopted pursuant to Subsection 114-2(D) above shall be filed no later than the 45th day after the date on which the person filing the complaint obtains sufficient information to prepare the complaint. The 45 day time limit shall not apply if an investigation of a respondent for a violation of the rules or regulations is included directly or indirectly within a concurrent investigation of that officer for violation of the criminal laws of this State, in which case the forty-five day limit shall begin on the day after the disposition of the criminal investigation. A failure to file a complaint within the forty-five-day limit of this subsection shall require dismissal of the complaint, except that the forty-five-day limit shall not apply to complaints filed against respondents by private individuals or for statutory violations such as for general misconduct under N.J.S.A. 40A:14-147.

3. Upon the filing of a complaint, the Chief of Police shall cause the Department to conduct an internal investigation. If the internal investigation finds probable cause to believe that there has been a violation of Department rules and regulations, the officer in charge of the investigation shall file departmental charges and the matter shall proceed as otherwise provided in this subsection. If the internal investigation does not find probable cause, departmental charges shall not be filed.

4. The Police Commission shall assign an independent hearing officer appointed by the Township Committee to conduct a disciplinary hearing and make recommended findings and conclusions to the Borough Council, which shall retain full authority to accept, reject or modify the hearing officer's recommendation and to make a final determination.
5. All disciplinary hearings shall be held in accordance with the provisions of N.J.S.A. 40A:14-148.
6. Any sworn police officer who has been tried and convicted under this subsection may obtain a review thereof by the Superior Court of New Jersey pursuant to N.J.S.A. 40A:14-150. All such appeals from decisions of the hearing officer, whether it was the Chief of Police or the Township Committee, shall be taken directly to the Superior Court.
7. The Police Commission shall be empowered to sign and serve disciplinary charges on the Chief of Police or chief law enforcement executive after an investigation has been conducted by the Monmouth County Prosecutor's Office and/or Office of the Attorney General pursuant to the New Jersey Attorney General's Internal Affairs Policies and Procedures.

SECTION 2

This Ordinance shall take effect upon its final passage, approval and publication according to law.

DATE OF INTRODUCTION April 24, 2024

| <u>Council Member</u> | <u>Motion/Second</u> | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
|-----------------------|----------------------|------------|------------|----------------|---------------|
| Jewusiak | | | | | x |
| M. Lewis | | x | | | |
| W. Lewis | x | x | | | |
| Reque | | x | | | |
| Sabin | | x | | | |
| Sarti | | x | | | |
| Mayor Francisco | tie vote only | | | | |

DATE OF ADOPTION May 22, 2024

| Council Member | Motion/Second | Aye | Nay | Abstain | Absent |
|-----------------------|----------------------|------------|------------|----------------|---------------|
| Jewusiak | | | | | |
| M. Lewis | | | | | |
| W. Lewis | | | | | |
| Reque | | | | | |
| Sabin | | | | | |
| Sarti | | | | | |
| Mayor Francisco | tie vote only | | | | |

Date:

Mayor Daniel Francisco

Attested

**BOROUGH OF ENGLISHTOWN
BOND ORDINANCE NUMBER 2024-07**

BOND ORDINANCE PROVIDING FOR IMPROVEMENTS TO SANFORD MEMORIAL PARK, BY AND IN THE BOROUGH OF ENGLISHTOWN, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY; APPROPRIATING \$190,000 THEREFOR (INCLUDING A COMMUNITY DEVELOPMENT BLOCK GRANT EXPECTED TO BE RECEIVED FROM THE COUNTY OF MONMOUTH) AND AUTHORIZING THE ISSUANCE OF \$180,952 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF

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

SECTION 1. The improvements or purposes described in Section 3 of this bond ordinance are hereby authorized as general improvements or purposes to be undertaken by the Borough of Englishtown, in the County of Monmouth, State of New Jersey (the "Borough"). For the said improvements or purposes stated in Section 3, there is hereby appropriated the sum of \$190,000, which is inclusive of a Community Development Block Grant in the amount of \$155,418 expected to be received from the County of Monmouth (the "Grant"), and \$9,048 as the amount of down payment for said improvements or purposes required by the Local Bond Law, N.J.S.A. 40A:2-1 et seq. (the "Local Bond Law"). Said down payment is now available therefor by virtue of a provision or provisions in a previously adopted budget or budgets of the Borough for down payment or for capital improvement purposes or from moneys actually held by the Borough.

SECTION 2. For the financing of said improvements or purposes described in Section 3 hereof and to meet the part of said \$190,000 appropriation not provided for by application of said down payment, and until the Grant has been received, negotiable bonds of the Borough are hereby authorized to be issued in the principal amount of \$180,952 pursuant to the Local Bond Law. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable notes of the Borough in a principal amount not exceeding \$180,952 are

hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

SECTION 3. (a) The improvements hereby authorized and purposes for the financing of which said bonds or notes are to be issued are improvements to the Sanford Memorial Park playground including, but not limited to, accessibility and safety improvements in compliance with The Americans With Disabilities Act (ADA) including, but not limited to, walkway and curb improvements, and acquisition and installation, as applicable, of playground equipment and rubberized safety surfacing, bench improvements, landscaping and aesthetic improvements, and trash and recycling receptacle improvements; and shall also include all site clearing, engineering and design work, surveying, construction planning, preparation of plans and specifications, permits, bid documents, construction inspection and contract administration, and all work, materials, equipment, labor and appurtenances necessary therefor or incidental thereto.

(b) Until the Grant is received, the estimated maximum amount of bonds or notes to be issued for said improvement or purpose is \$180,952.

(c) The estimated cost of said improvements or purposes is \$190,000, the excess thereof over the said estimated maximum amount of bonds or notes to be issued therefor, and until the Grant has been received, being the amount of \$9,048 is comprised of the down payment for said improvements or purposes.

SECTION 4. In the event the United States of America, the State of New Jersey, and/or the County of Monmouth make a contribution or grant in aid to the Borough, including the Grant, for the improvements and purposes authorized hereby and the same shall be received by the Borough prior to the issuance of the bonds or notes authorized in Section 2 hereof, then the amount of such bonds or notes to be issued shall be reduced by the amount so received from the United States of America, the State of New Jersey and/or the County of Monmouth. In the event, however, that any amount so contributed or granted by the United States of America, the State of New Jersey and/or the County of Monmouth, including the Grant, shall be received by the Borough after the issuance

of the bonds or notes authorized in Section 2 hereof, then such funds shall be applied to the payment of the bonds or notes so issued and shall be used for no other purpose. This Section 4 shall not apply, however, with respect to any contribution or grant in aid received by the Borough as a result of using funds from this bond ordinance as "matching local funds" to receive such contribution or grant in aid.

SECTION 5. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer of the Borough, provided that no note shall mature later than one (1) year from its date unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with the notes issued pursuant to this bond ordinance, and the signature of the Chief Financial Officer upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time in accordance with the provisions of the Local Bond Law. The Chief Financial Officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchaser thereof upon receipt of payment of the purchase price and accrued interest thereon from their dates to the date of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the principal amount, the description, the interest rate, and the maturity schedule of the notes so sold, the price obtained and the name of the purchaser.

SECTION 6. The Capital Budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. In the event of any such inconsistency, a resolution in the form promulgated by the Local Finance Board showing full detail of the amended Capital Budget and capital programs as approved by the Director of the

Division of Local Government Services, New Jersey Department of Community Affairs will be on file in the office of the Clerk and will be available for public inspection.

SECTION 7. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance is not a current expense and is an improvement which the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness of said improvements or purposes within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is 15 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly made and filed in the Office of the Clerk of the Borough and a complete executed duplicate thereof has been filed in the Office of the Director of the Division of Local Government Services, New Jersey Department of Community Affairs, and such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds or notes provided for in this bond ordinance by \$180,952 and the said bonds or notes authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

(d) An aggregate amount not exceeding \$38,000 for items of expense listed in and permitted under section 20 of the Local Bond Law is included in the estimated cost indicated herein for the purposes or improvements hereinbefore described.

SECTION 8. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the bonds or notes authorized by this bond ordinance. The bonds or notes shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the

Borough for the payment of the bonds or notes and the interest thereon without limitation as to rate or amount.

SECTION 9. The Borough hereby declares the intent of the Borough to issue the bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3 of this bond ordinance. This Section 9 is a declaration of intent within the meaning and for purposes of Treasury Regulations §1.150-2 or any successor provisions of federal income tax law.

SECTION 10. The Borough Chief Financial Officer is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The Borough Chief Financial Officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

SECTION 11. The Borough covenants to maintain the exclusion from gross income under section 103(a) of the Code of the interest on all bonds and notes issued under this ordinance.

SECTION 12. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption and approval by the Mayor, as provided by the Local Bond Law.

**ADOPTED ON FIRST READING
DATED: April 24, 2024**

**KERRY KILLEEN,
Clerk of the Borough of Englishtown**

**ADOPTED ON SECOND READING
DATED: May 22, 2024**

**KERRY KILLEEN,
Clerk of the Borough of Englishtown**

APPROVAL BY THE MAYOR ON THIS _____ DAY OF _____, 2024

**DANIEL FRANCISCO,
Mayor**

ORDINANCE 2024-08
AN ORDINANCE AMENDING CHAPTER 2.130 OF THE CODE OF THE BOROUGH
OF ENGLISHTOWN TO PERMIT DELIVERY AND DRIVE THRU FOR CLASS FIVE
CANNABIS RETAILERS AND CLASS SIX CANNABIS DELIVERY SERVICES

WHEREAS, the Mayor and Council submit this Ordinance to amend Chapter 2.130 of the Borough Code to modify certain sections applicable to the Borough’s Police Department.

SECTION 1

1. § 2.130.08.2 shall be amended to add the following language in a new paragraph 4 and 5.

4. Class 5 cannabis retailers and/or Class 6 cannabis delivery services shall be permitted to engage in delivery services 24 hours per day.

5. Class 5 cannabis retailers, may, after receiving Unified Planning/Zoning Board site plan approval, operate a drive through. This approval shall include a traffic study and impact analysis paid for by the applicant.

SECTION 2

This Ordinance shall take effect upon its final passage, approval and publication according to law.

DATE OF INTRODUCTION April 24, 2024

| <u>Council Member</u> | <u>Motion/Second</u> | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
|-----------------------|----------------------|------------|------------|----------------|---------------|
| Jewusiak | | | | | x |
| M. Lewis | | x | | | |
| W. Lewis | x | x | | | |
| Reque | | x | | | |
| Sabin | | x | | | |
| Sarti | | x | | | |
| Mayor Francisco | tie vote only | | | | |

DATE OF ADOPTION May 22, 2024

| <u>Council Member</u> | <u>Motion/Second</u> | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
|-----------------------|----------------------|------------|------------|----------------|---------------|
| Jewusiak | | | | | |
| M. Lewis | | | | | |
| W. Lewis | | | | | |
| Reque | | | | | |
| Sabin | | | | | |
| Sarti | | | | | |
| Mayor Francisco | tie vote only | | | | |

Date:

Mayor Daniel Francisco

Attested

ORDINANCE 2024-09
AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE BOROUGH OF
ENGLISHTOWN AMENDING CHAPTER 620 OF THE BOROUGH CODE BY
ADOPTING NEW ZONING MAP

WHEREAS, the Official Zoning Map currently in effect is dated August 28, 1990 and has been determined to be inaccurate and out of date; and

WHEREAS, the Mayor and Council wish to update the Official Zoning Map for the Borough of Englishtown pursuant to N.J.S.A. 40:55D-32; and

WHEREAS, the Borough Surveyors, DMC Associates Inc., prepared a new Official Zoning Map entitled *Englishtown Zoning Map*, dated April 30, 2024 (the "Revised Official Zoning Map"), which map accurately depicts the zone district boundaries and the current geography of the Borough;

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey, that the Revised General Ordinances of the Borough of Englishtown are hereby amended as follows:

SECTION 1

The Chapter 620, Zoning, shall be amended as follows:

§ 620-4

The boundaries of the zoning districts are hereby established as shown on the map entitled "Zoning Map of the Borough of Englishtown" dated April 30, 2024, prepared by DMC Associates, Inc. ~~August 28, 1990~~, as amended, which accompanies and is hereby made a part of this chapter. The Zoning Map is on file in the office of the Borough Clerk.

SECTION 2

All Ordinances or parts of Ordinances inconsistent with this Ordinance if held to be unconstitutional or invalid for any reason shall not affect the remaining portions of this Ordinance.

SECTION 3

This Ordinance shall take effect immediately upon final passage and publication according to law and filing with the Monmouth County Planning Board.

DATE OF INTRODUCTION May 9, 2024

| Council Member | Motion/Second | Aye | Nay | Abstain | Absent |
|-----------------|---------------|-----|-----|---------|--------|
| Jewusiak | | x | x | | |
| M. Lewis | | | x | | |
| W. Lewis | | | x | | |
| Reque | x | | x | | |
| Sabin | | | x | | |
| Sarti | | | x | | |
| Mayor Francisco | tie vote only | | | | |

DATE OF ADOPTION May 22, 2024

| Council Member | Motion/Second | Aye | Nay | Abstain | Absent |
|-----------------|---------------|-----|-----|---------|--------|
| Jewusiak | | | | | |
| M. Lewis | | | | | |
| W. Lewis | | | | | |
| Reque | | | | | |
| Sabin | | | | | |
| Sarti | | | | | |
| Mayor Francisco | tie vote only | | | | |

Date: _____
Mayor Daniel Francisco

 Attested

**BOROUGH OF ENGLISHTOWN
RESOLUTION No. 2024-097**

**AWARD OF CONTRACT TO ACCSES NJ FOR CLEANING SERVICES AT
BOROUGH HALL**

WHEREAS, there exists a need for cleaning services for Borough Hall in the Borough of Englishtown, in the County of Monmouth, State of New Jersey; and

WHEREAS, the proposal received from the ACCSES NJ is responsive; and

WHEREAS, the Borough Council has reviewed the Borough Engineer’s recommendations; and

WHEREAS, the maximum amount of the contract is \$15,500.00 and the Chief Financial Officer has certified that funds are available in account number 4-01-26-310-028.

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 the Mayor and Municipal Clerk to execute the attached agreement for cleaning services for Borough Hall with ACCSES NJ.

| <u>Council Member</u> | <u>Motion/Second</u> | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
|-----------------------|----------------------|------------|------------|----------------|---------------|
| Jewusiak | | | | | |
| M. Lewis | | | | | |
| W. Lewis | | | | | |
| Reque | | | | | |
| Sabin | | | | | |
| Sarti | | | | | |
| Mayor Francisco | tie vote only | | | | |

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held May 22, 2024.

Kerry Killeen, Municipal Clerk

March 12, 2024

Mr. William Lewis
Council President
Borough of Englishtown
15 Main Street
Englishtown NJ 07726
732 446 9235

Email: WLewis@englishtownnj.com

Re: Englishtown Municipality JQ03082024JIMMA
CRP of ref: CVR Site location-15 Main Street Englishtown NJ 07726

Dear Mr. Lewis:

I would like to thank you for considering ACCSES NJ/CNA Services as the vendor for your cleaning needs. We appreciate the opportunity to expand our business relationship with the Borough of Atlantic Highlands. Your support of the CNA program is appreciated and important to the thousands of New Jersey citizens with disabilities.

Upon review of your request, we are submitting the following pricing based on our state contract T-1480 77110, lines 30 VCT strip/wax, Line 29 Carpet Cleaning, Line 13 Restroom detailing, Line 78 porter rate, and, Line 89 5 days per week cleaning.

Municipal Building including Police office:

Initial cleaning:

- A. Strip and refinish all VCT floors 1930 sqft. Lines 30 @ .38 per sqft totaling **\$733.40**
- B. Carpet cleaning all carpets 2643 sqft. Line 29 and Line 78 @ .20 per sqft and 3 hours at \$28.572 totaling **\$613.58**
- C. Restroom Detailing 3 restrooms 327 sqft. Line 13 @ .41 per sqft..totaling **\$134.07**
- D. 3 day per week cleaning Line 78 annual hours 340 @ \$28.572 totaling **\$9,699.18** + paper plastic and hand soap billed additionally.
- E. 5 day per week cleaning Line 89 Annual amount **\$12,569.32** + paper plastic and hand soap billed additionally.

For the initial clean: A, B, and C

Customer will remove any boxes, personal items and non-essentials from the area.
The vendor will strip and remove old floor finish, rinse, and apply 4 to 5 coats of finish.
Refinishing may not remove some heavy scratches, best possible results.
Detail vacuum and extract all carpet.

Detail clean and disinfect all surfaces in the bathrooms.

For daily cleaning either D or E.

Vender will supply all cleaning labor, chemicals, and equipment needed for daily tasks and will supply paper plastic and hand soap at a 7% mark up on costs (invoice will be supplied with billing) Scope: vacuuming and mopping of all floor areas, dusting all accessible horizontal surfaces, restroom cleaning and disinfecting, restocking of all supplies.

Thank you for the opportunity to price this project. We look forward to working with you further. If there are any questions, please feel free to reach out to me at 609-439-3876 or via email at jmanton@accsesnj.org.

Thank you,

James Manton
Regional Building Services Mgr.

**BOROUGH OF ENGLISHTOWN
RESOLUTION No. 2024-098**

RESOLUTION OF AUTHORIZATION TO ENTER INTO A SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF FREEHOLD FOR INFORMATION TECHNOLOGY SERVICES

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 has identified an area where working together through shared services will result in positive outcomes for both municipalities; and

WHEREAS, the Borough of Englishtown now wishes to enter into a Shared Services Agreement (“Agreement”) for Information Technology Services with Freehold Township to provide such service for a term beginning June 1, 2024 and ending May 30, 2025; and

WHEREAS, the proposed contract amount is \$23,364.00 and the Chief Financial Officer has certified that funds are available in account number 4-01-42-105-021.

WHEREAS, Freehold Township has agreed to provide the Borough of Englishtown with the services of its Information Technology Services pursuant to the terms and conditions set forth in a Shared Services Agreement between the Parties.

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 Information Technology Services for one year (1) at a cost not to exceed \$23,364.00 per annum.

| <u>Council Member</u> | <u>Motion/Second</u> | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
|-----------------------|----------------------|------------|------------|----------------|---------------|
| Jewusiak | | | | | |
| M. Lewis | | | | | |
| W. Lewis | | | | | |
| Reque | | | | | |
| Sabin | | | | | |
| Sarti | | | | | |
| Mayor Francisco | tie vote only | | | | |

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held May 22, 2024.

Kerry Killeen, Municipal Clerk

SHARED SERVICES AGREEMENT
TOWNSHIP OF FREEHOLD & BOROUGH OF ENGLISHTOWN
INFORMATION TECHNOLOGY SERVICES

THIS SHARED SERVICES AGREEMENT is effective the 1st day of June, 2024 between FREEHOLD TOWNSHIP, a municipal corporation of the State of New Jersey, 1 Municipal Plaza, Freehold, NJ, hereinafter referred to as "Township" and ENGLISHTOWN BOROUGH, a municipal corporation of the State of New Jersey, 15 Main Street, Englishtown, NJ 07726, hereinafter referred to as "Borough".

The purpose of this Agreement is for Township to provide information technology services to Borough according to the following terms:

1. This Agreement is effective June 1, 2024 and shall expire December 31, 2025.
2. Township shall provide information technology services to Borough, including its Police Department, according to the terms and conditions set forth below.

SCOPE OF SERVICES:

The Township of Freehold will provide Level I Basic and Level II Networking services as described below as part of the normal monthly support. Level III Project and Level IV Emergency support services will be provided on an as needed basis.

Level I Basic Support

Support includes, but is not limited to:

- Setup of new PCs to conform to standards and installation of software applications
- Troubleshoot/repair hardware issues relating to workstations
- Installation of hardware and routine maintenance for desktop workstations
- Troubleshoot and routine repair of printers (i.e. – fusers, rollers, network cards)
- Troubleshoot applications
- Installation of approved, licensed software on workstations
- Help desk support for workstations – including MS Windows, Office, and approved applications.
- Antivirus updating and scanning of workstations
- Relocation of computers and printers as needed for staff moves
- Provide recommendations/quotes for computer replacement program

Level II Networking Support

Support includes, but is not limited to:

- Network infrastructure changes, support and maintenance
- Maintain/troubleshoot router to current internet provider
- Maintain/troubleshoot firewall update policies on current firewall as needed
- Maintain/configure secure VPN (if needed) connections for remote users
- Daily data backup procedures and configuration changes
- Maintain/troubleshoot connections to remote locations
- Maintain integrity and security of network
 - firewall monitoring
 - antivirus monitoring
 - internet gateway monitoring
 - apply security updates
 - wireless access points
 - spam and web blocker filtering
 - VPN support on existing firewall
 - adherence to Computer Use Policy (if available)
 - education for users
- Add/Change user login accts and permissions
- Maintain Group Policies
- Maintain and support hosted e-mail server, e-mail accounts and mailboxes for Microsoft Exchange E-mail Server and/or Microsoft O365 Exchange solution (**admin account and password must be provided**)
- Configure network printers
- Assistance with current voice/internet provider
- Assistance with door access system with support as needed from current vendor
- Diagnose and troubleshoot system problems; any failures which would require the rebuilding of servers and/or networking equipment would be covered under level IV support.

Level III Project Support

Support includes project planning, design and development for system-wide changes to the network infrastructure. Work will only be performed under this level of service when authorized by the Borough of Mantoloking. Typically, a proposal for this type of work would be prepared and submitted for budgeting and approval. (See rate schedule).

- * Planning, design and development for enhancement and/or replacement of network or system infrastructure
- * Installation and implementation of new core technology hardware (i.e. servers, routers, switches, firewall, data backup hardware)
- * Installation and implementation of new or upgraded core technology software (i.e. operating system, data backup software, anti-virus, anti-spam, Virtual Private Network)
- * Documentation of any new infrastructure changes implemented
- * Consultation services

Level IV Emergency Support

Support includes services for emergency response and support situations. Work will only be performed under this level of service when authorized by the Borough of Mantoloking (see current rate schedule.)

- * Core technology failures to include but are not limited to:
 - o Server operating system
 - o Servers (file/print, e-mail, payroll, terminal services server, etc.)
- * Core network hardware failures to include but are not limited to:
 - o internet router
 - o firewall
 - o network switches
 - o network routers
- * Support related to a virus outbreak or network security breach
- * Any off-hour call in requests and work completed during off hours

FOR LEVEL I & LEVEL II SUPPORT:

Annual Support \$1,947 per month (\$23,364.00 annual)
Cloud Storage \$100 per month (\$1,200 annual)

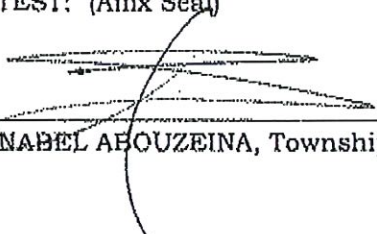
CURRENT RATE SCHEDULE: (For Level III and Level IV services only)

| Assigned Staff | Director of Info Tech. | Assistant Director of Info Tech. | Network Tech. | Network Tech. | Network Tech. |
|------------------------|------------------------|----------------------------------|---------------|---------------|---------------|
| Normal Rate | \$148/hr | \$107/hr | \$73/hr | \$56/hr | \$42/hr |
| Emerg. After Hour Rate | \$171/hr | \$124/hr | \$84/hr | \$65/hr | \$49/hr |

1. Should the Borough decide to engage the Township to perform website work for site maintenance, the hourly rate for this work in accordance with the attached loaded costs would apply. These costs would be billed on an incurred basis.
2. When, at the request of Borough, Township purchases equipment from a distributor or manufacturer for the sole use by and to be installed in the Borough, Township shall add a charge of 15% over the actual cost of such equipment if purchased through Freehold Township finance. No such charge will be applied for parts which are supplied or ordered by the Borough.
3. Township shall provide Borough with itemized monthly billings of all Level III and Level IV costs. Payment shall be due from Borough within thirty (30) days of the date of billing.
4. No equipment or system repair in excess of \$1,500.00 shall be made by Township unless specifically authorized by the Borough Administrator.
5. Borough shall designate one (1) person and one (1) backup person to schedule and be responsible for authorization on all Level III and Level IV assistance.
6. Borough agrees not to hire any Township employee, subcontractor or agent who provides information technology services to Borough in accordance with this Agreement during the term of the Agreement and for one year past the expiration date of the Agreement.
7. This Agreement shall continue in full force and effect until the date of its termination, unless terminated by either party within sixty (60) days written notice.

IN WITNESS WHEREOF, parties of this Agreement have caused it to be signed by their proper officers and their corporate seals to be affixed as of the day and year set forth above.

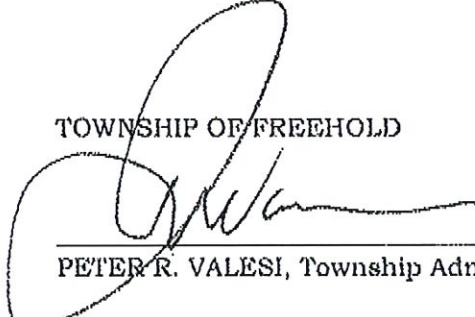
ATTEST: (Affix Seal)



SANABEL ABOUZEINA, Township Clerk

ATTEST: (Affix Seal)

TOWNSHIP OF FREEHOLD



PETER R. VALESİ, Township Administrator

BOROUGH OF ENGLISHTOWN

**BOROUGH OF ENGLISHTOWN
RESOLUTION No. 2024-099**

**RESOLUTION REVOKING PREVIOUSLY ISSUED RESOLUTION OF SUPPORT FOR
GREEN TORCH, LLC.**

WHEREAS, Green Torch, LLC requested a Resolution of Support of their application to the New Jersey Cannabis Regulatory Commission for a Class 5 Cannabis Dispensary from the Mayor and Council of the Borough of Englishtown; and

WHEREAS, the Borough of Englishtown awarded Green Torch, LLC a Resolution of Support of their application to the New Jersey Cannabis Regulatory Commission for a Class 5 Cannabis Dispensary on December 28, 2022; and

WHEREAS, the Borough of Englishtown now wishes to revoke this Resolution of Support as Green Torch, LLC have not continued their pursuit of a Class 5 Cannabis Dispensary License in the Borough of Englishtown; and

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 revokes Resolution 2022-149 Resolution of the Borough of Englishtown Supporting the Application of Green Torch, LLC to the State of New Jersey Cannabis Regulatory Commission for a Class 5 Retail Cannabis License within Englishtown, NJ.

| <u>Council Member</u> | <u>Motion/Second</u> | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
|-----------------------|----------------------|------------|------------|----------------|---------------|
| Jewusiak | | | | | |
| M. Lewis | | | | | |
| W. Lewis | | | | | |
| Reque | | | | | |
| Sabin | | | | | |
| Sarti | | | | | |
| Mayor Francisco | tie vote only | | | | |

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held May 22, 2024.

Kerry Killeen, Municipal Clerk

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2024-100**

2024 DESIGNATION OF SALARIES

WHEREAS, the Mayor and Council of the Borough of Englishtown adopted an Ordinance entitled "An Ordinance establishing limits for salaries of the Employees in the Borough of Englishtown, County of Monmouth, State of New Jersey"; and

WHEREAS, said salaries provided certain ranges for the positions set forth; and

NOW, THEREFORE, BE IT RESOLVED that it is the determination of the Mayor and Council of the Borough of Englishtown that annual salaries for said positions shall be fixed as follows for the year 2024 effective 1/1/2024 unless otherwise indicated.

| | |
|---|--------------------|
| Position | 2024 Annual Salary |
| Borough Clerk/Local Registrar Kerry Killeen | \$ 83,750.00 |

| <u>Council Member</u> | <u>Motion/Second</u> | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
|-----------------------|----------------------|------------|------------|----------------|---------------|
| Jewusiak | | | | | |
| M. Lewis | | | | | |
| W. Lewis | | | | | |
| Reque | | | | | |
| Sabin | | | | | |
| Sarti | | | | | |
| Mayor Francisco | tie vote only | | | | |

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held May 22, 2024.

Kerry Killeen, Municipal Clerk

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2024-101**

**RESOLUTION AWARDING A CONTRACT FOR HARRISON AVENUE ROADWAY
IMPROVEMENT PROJECT**

WHEREAS, Englishtown Borough has received grants from the NJDOT Trust Fund FY 2023 in the amount of \$288,100.00 respectively, for the applications known as Harrison Avenue Roadway Improvement Project; and,

WHEREAS, the Borough advertised for bids for both projects as the project known as the Harrison Avenue Roadway Improvement Project (Project); and,

WHEREAS, the Borough received five (5) proposals on May 16, 2024 at 11:00 am, in the Borough offices, for the Project; and,

WHEREAS, S Brother’s Inc of South River, New Jersey is determined to be the lowest responsible bidder after careful review of all of the bids submitted, with a low bid of \$163,507.89.

WHEREAS, the Chief Financial Officer has certified that funds are available in account number -----.

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council awards a contract to S Brother’s Inc of South River, New Jersey in the amount of \$163,507.89, total bid, for the reconstruction of Harrison Avenue.

BE IT FURTHER RESOLVED, that the award of the contract is conditioned upon the Borough Attorney’s review and approval of the bid documents, NJDOT approval, and certification by the Borough’s Chief Financial Officer of the availability of funds for this project.

BE IT FURTHER RESOLVED, that the Clerk’s Office is authorized to forward a copy of this Resolution to the Borough Attorney, the Borough Engineer, S Brother’s Inc of South River, New Jersey, and the Borough’s Chief Financial Officer.

| <u>Council Member</u> | <u>Motion/Second</u> | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
|-----------------------|----------------------|------------|------------|----------------|---------------|
| Jewusiak | | | | | |
| M. Lewis | | | | | |
| W. Lewis | | | | | |
| Reque | | | | | |
| Sabin | | | | | |
| Sarti | | | | | |
| Mayor Francisco | tie vote only | | | | |

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held May 22, 2024.

Kerry Killeen, Municipal Clerk

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2024-102**

**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 \$406,910.33 are hereby authorized to be paid on May 22, 2024.
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> |
|-----------------------|----------------------|------------|------------|----------------|---------------|
| Jewusiak | | | | | |
| M. Lewis | | | | | |
| W. Lewis | | | | | |
| Reque | | | | | |
| Sabin | | | | | |
| Sarti | | | | | |
| Mayor Francisco | tie vote only | | | | |

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held May 22, 2024.

Kerry Killeen, Municipal Clerk

Borough of Englishtown
Preliminary Bill List
Submitted to Borough Council
for Approval at Meeting of
May 22, 2024

| <u>Fund</u> | <u>Amount</u> |
|--------------------------------|----------------------|
| 1 Current Fund Budget | \$ 238,277.15 |
| Tax Refund | |
| Man/Eng School Taxes | |
| Freehold Reg H.S. School Taxes | |
| County Taxes | |
| Marriage License Fees | |
| Fire District Taxes | |
| Tax redemption lien | |
| Tax Appeal Refund | |
| Petty Cash | |
| Accounts Payable | |
| 2 Grant Fund | \$ 575.38 |
| 4 General Capital | \$ 4,664.38 |
| 5 Water Utility Fund | \$ 35,947.12 |
| 6 Water Capital Fund | \$ 12,585.00 |
| 7 Sewer Utility Fund | \$ 104,908.40 |
| 8 Sewer Capital Fund | |
| 9 Solid Waste Fund | \$ 250.00 |
| 12 Regular Trust Fund | \$ 8,679.05 |
| 13 Unemployment Trust | |
| 14 Community Development | |
| 15 Escrow Funds | |
| 17 Dog Trust Fund | |
| 20 Payroll Deduction Fund | \$ 1,023.85 |
| 30 Special Events Fund | |
| Total Bill List | <u>\$ 406,910.33</u> |

This is to certify that funds are available to pay bills and payroll as listed on the attached Bill List.

Jeffrey Elsasser

Jeffrey Elsasser
Chief Financial Officer

P.O. Type: All
 Range: First to Last
 Format: Condensed
 Vendors: All
 Rcvd Batch Id Range: First to Last

Open: N Paid: Y Void: N
 Rcvd: Y Held: N Aprv: Y
 Bid: Y State: Y Other: Y Exempt: Y

Paid Date Range: 04/25/24 to 05/31/24
 Include Non-Budgeted: Y

| Vendor # | Name | PO # | PO Date | Description | Status | Amount | Void Amount | Contract | PO Type |
|----------|--------------------------------|----------|----------|-------------------------------|--------|-----------------|-------------|----------|---------|
| ACE555 | ACERBO'S AUTO TRIM & LETTERING | 24-00345 | 05/08/24 | 2021 DODGE CHARGER LETTERING | Open | 795.00 | 0.00 | | |
| ALL400 | ALL CAR AUTO REPAIR LLC | 24-00308 | 05/01/24 | CAR REPAIRS | Open | 615.89 | 0.00 | | |
| ASB666 | ASBURY PARK PRESS | 24-00341 | 05/08/24 | LEGAL ADVERTISING | Open | 190.76 | 0.00 | | |
| | | 24-00363 | 05/15/24 | 2024 BUDGET INTRO NOTICE | Open | <u>126.88</u> | 0.00 | | |
| | | | | | | 317.64 | | | |
| ATL750 | ATLANTIC TOMORROW'S OFFICE | 24-00299 | 05/01/24 | COPIES 1st q 2024 | Open | 12.46 | 0.00 | | |
| BUS500 | BUSINESS INFORMATION SYS INC | 24-00311 | 05/01/24 | RECORDER MAINTENANCE UPZB | Open | 300.00 | 0.00 | | |
| CAB250 | OPTIMUM | 24-00349 | 05/13/24 | OPTIMUM MONTHLY INVOICE | Open | 179.17 | 0.00 | | |
| CEN875 | CENTRAL JERSEY HEALTH INSURANC | 24-00367 | 05/15/24 | DENTAL INSURANCE june 2024 | Open | 1,177.00 | 0.00 | | |
| CER750 | CERTIFIED SPEEDOMETER SERVICE | 24-00338 | 05/08/24 | SPEED CALIBRATION 2023/11/27 | Open | 220.00 | 0.00 | | |
| COM750 | COMMUNICATIONS SPECIALISTS INC | 24-00335 | 05/08/24 | PORTABLE RADIO REPAIR | Open | 697.72 | 0.00 | | |
| CYNTH005 | CYNTHIA BUCKEL | 24-00339 | 05/08/24 | EMT TRAINING REIMBURSEMENT | Open | 380.00 | 0.00 | | |
| EZP500 | E-ZPASS | 24-00310 | 05/01/24 | PAY STATEMENT/ REPLENISH | Open | 159.87 | 0.00 | | |
| FRE160 | TOWNSHIP OF FREEHOLD | 24-00340 | 05/08/24 | LICENSED OPERATIONAL SERVICES | Open | 2,834.00 | 0.00 | | |
| | | 24-00366 | 05/15/24 | IT SERVICES | Open | <u>1,770.00</u> | 0.00 | | |
| | | | | | | 4,604.00 | | | |
| GAN500 | GANN LAW BOOKS | 24-00359 | 05/15/24 | 2024 NJ COURT RULES-ANNOTATED | Open | 212.00 | 0.00 | | |
| GLO400 | GLOBAL INTERACTIVE SOLUTIONS | 24-00306 | 05/01/24 | ZOOM LICENSE | Open | 278.88 | 0.00 | | |

| Vendor # | Name | PO # | PO Date | Description | Status | Amount | Void Amount | Contract | PO Type |
|----------|--------------------------------|----------|----------|--------------------------------|--------|------------------|-------------|----------|---------|
| GOR500 | GORDON'S CORNER WATER CO. | 24-00235 | 04/10/24 | BULK WATER USAGE MARCH 2024 | Open | 4,491.06 | 0.00 | | |
| GPJ500 | G.P. JAGER INC. | 24-00218 | 04/09/24 | CONSTANT CHLOR PLUS BRIQUETTES | Open | 4,806.72 | 0.00 | | |
| GUA500 | GUARDIAN LIFE INS OF AMERICA | 24-00296 | 05/01/24 | DISABILITY INS. 1st QTR 2024 | Open | 4,080.40 | 0.00 | | |
| HFA555 | HOLMAN, FRENIA, ALLISON, P.C. | 24-00323 | 05/08/24 | PROFESSIONAL SVCS | Open | 15,000.00 | 0.00 | | |
| JCP500 | JCP&L | 24-00289 | 04/18/24 | MASTER ACCOUNT 2/28-3/27/24 | Open | 2,385.15 | 0.00 | | |
| | | 24-00292 | 04/25/24 | STREET LIGHT 3/20-4/18/24 | Open | 2,386.96 | 0.00 | | |
| | | 24-00294 | 04/29/24 | DPW ELECTRIC 3/27-4/25/24 | Open | 211.87 | 0.00 | | |
| | | 24-00295 | 04/29/24 | TENNENT AVENUE 3/27-4/25/24 | Open | 38.88 | 0.00 | | |
| | | 24-00318 | 05/02/24 | GORDONS CORNER 3/27-4/26/24 | Open | 52.83 | 0.00 | | |
| | | 24-00319 | 05/06/24 | SANFORD PARK 3/28-4/26/24 | Open | 488.70 | 0.00 | | |
| | | | | | | <u>5,564.39</u> | | | |
| JRH500 | J.R. HENDERSON LABS, INC | 24-00236 | 04/10/24 | LAB TESTS FOR MONITORING WELLS | Open | 2,478.00 | 0.00 | | |
| | | 24-00304 | 05/01/24 | MONTHLY BACTERIA APRIL 2024 | Open | 150.00 | 0.00 | | |
| | | | | | | <u>2,628.00</u> | | | |
| LAN300 | LANGUAGE SERVICES ASSOCIATES | 24-00358 | 05/15/24 | INTERPRETING SERVICE 4/30/24 | Open | 12.60 | 0.00 | | |
| MAN710 | MANALAPAN/ENGLISHTOWN BD OF ED | 24-00322 | 05/08/24 | GASOLINE 4/2024 | Open | 864.36 | 0.00 | | |
| MAN750 | MANALAPAN HARDWARE | 24-00307 | 05/01/24 | VARIOUS SUPPLIES | Open | 36.41 | 0.00 | | |
| MAS500 | COLLIERS ENG & DESIGN, INC | 22-00610 | 08/29/22 | 2022 ENG DESIGN/INSP RD PROJEC | Open | 1,858.00 | 0.00 | | B |
| | | 23-00915 | 12/27/23 | NEW WATER SUPPLY WELL | Open | 12,585.00 | 0.00 | | B |
| | | 24-00300 | 05/01/24 | 2023 NJDOT PROJECT | Open | 2,806.38 | 0.00 | | |
| | | 24-00301 | 05/01/24 | GENERAL ENGINEERING | Open | 1,860.00 | 0.00 | | |
| | | 24-00302 | 05/01/24 | GENERAL ENGINEERING | Open | 170.00 | 0.00 | | |
| | | | | | | <u>19,279.38</u> | | | |
| MCA222 | MCAA OF MONMOUTH COUNTY | 24-00361 | 05/15/24 | ASSESSOR MCAA DUES | Open | 150.00 | 0.00 | | |
| | | 24-00362 | 05/15/24 | MCAA SEMINAR | Open | 140.00 | 0.00 | | |
| | | | | | | <u>290.00</u> | | | |
| MCA555 | MONMOUTH COUNTY TREASURER | 24-00336 | 05/08/24 | ZAPORA - FTO | Open | 50.00 | 0.00 | | |
| MGL500 | MGL PRINTING SOLUTIONS | 24-00357 | 05/15/24 | COUNCIL NAME PLATES | Open | 152.00 | 0.00 | | |

| Vendor # | Name | PO # | PO Date | Description | Status | Amount | Void Amount | Contract | PO Type |
|----------|--------------------------------|----------|----------|-----------------------------|--------|-----------------|-------------|----------|---------|
| MMJ500 | MONMOUTH MUNICIPAL J I F | 24-00303 | 05/01/24 | 2024 JIF 2ND INSTALLMENT | Open | 49,982.00 | 0.00 | | |
| MON250 | COUNTY OF MONMOUTH | 24-00215 | 04/03/24 | POLICE CHIEF CAR REPAIR | Open | 7,230.74 | 0.00 | | |
| MON605 | MONMOUTH COUNTY TREASURER | 24-00356 | 05/15/24 | 911 AND DISPATCH FEES 2024 | Open | 56,605.00 | 0.00 | | |
| MUN150 | MUNICIPAL CAPITAL FINANCE | 24-00342 | 05/08/24 | COPIER LEASE 4/1-4/30/24 | Open | 126.03 | 0.00 | | |
| NJG333 | NJ NATURAL GAS CO. | 24-00350 | 05/13/24 | NATURAL GAS 4/4-5/3/24 | Open | 55.65 | 0.00 | | |
| | | 24-00351 | 05/13/24 | NATURAL GAS 4/4-5/3/24 | Open | 217.60 | 0.00 | | |
| | | 24-00352 | 05/13/24 | NATURAL GAS 4/4-5/3/24 | Open | 131.84 | 0.00 | | |
| | | 24-00353 | 05/13/24 | NATURAL GAS 4/4-5/3/24 | Open | 214.66 | 0.00 | | |
| | | | | | | <u>619.75</u> | | | |
| NJL500 | NJ STATE LEAGUE OF MUNICIPALIT | 24-00239 | 04/10/24 | PART TIME CFO JOB AD | Open | 160.00 | 0.00 | | |
| NJSHBP | NJ STATE HEALTH BENEFITS PRGM | 24-00320 | 05/08/24 | HEALTH INSURANCE 5/2024 | Open | 21,384.68 | 0.00 | | |
| ONE250 | ONE CALL CONCEPTS, INC. | 24-00343 | 05/08/24 | MARK OUT FOR APRIL 2024 | Open | 10.01 | 0.00 | | |
| PBA166 | PBA LOCAL 166 | 24-00374 | 05/15/24 | PBA DUES | Open | 420.00 | 0.00 | | |
| PIT500 | PITNEY BOWES INC. | 24-00344 | 05/08/24 | INK CARTRIDGE-POSTAGE METER | Open | 84.99 | 0.00 | | |
| PIT510 | PITNEY BOWES BANK INC | 24-00354 | 05/15/24 | REPLENISH POSTAGE METER | Open | 500.00 | 0.00 | | |
| | | 24-00372 | 04/30/24 | REPLENISH POSTAGE METER | Open | 1,000.00 | 0.00 | | |
| | | | | | | <u>1,500.00</u> | | | |
| PLO500 | PLOSIA COHEN, LLC | 24-00297 | 05/01/24 | LEGAL SERVICE 4/2024 | Open | 9,890.50 | 0.00 | | |
| PROFE005 | PROFESSIONAL ACCOUNTANTS INST. | 24-00364 | 05/15/24 | GRANT WORKSHOP C/SABIN | Open | 100.00 | 0.00 | | |
| PRU500 | PRUDENTIAL RETIREMENT | 24-00373 | 05/15/24 | DCRP 4/30/24 | Open | 603.85 | 0.00 | | |
| REE500 | REED & PERRINE SALES, INC. | 24-00267 | 04/17/24 | OUT DOOR WORK | Open | 351.90 | 0.00 | | |
| SAF555 | SAFE ID CARD SYSTEM, INC. | 24-00346 | 05/08/24 | | Open | 51.00 | 0.00 | | |

| Vendor # | Name | PO # | PO Date | Description | Status | Amount | Void Amount | Contract | PO Type |
|---|------|----------|----------|-------------------------------|--------|---------------|-------------|----------|---------|
| STA450 STAPLES BUSINESS ADVANTAGE | | | | | | | | | |
| | | 24-00290 | 04/24/24 | TONER FOR POLICE PRINTER | Open | 187.46 | 0.00 | | |
| | | 24-00312 | 05/01/24 | CARTRIDGE PRINTER | Open | <u>857.92</u> | 0.00 | | |
| | | | | | | 1,045.38 | | | |
| STA710 STATE OF NJ-PWT | | | | | | | | | |
| | | 24-00347 | 05/08/24 | PUBLIC WATER TAX 1st QTR 2024 | Open | 122.21 | 0.00 | | |
| STA715 STATE TOXICOLOGY LABORATORY | | | | | | | | | |
| | | 24-00337 | 05/08/24 | RANDOM DRUG TEST 2023/10/24 | Open | 45.00 | 0.00 | | |
| TRE332 TREASURER, STATE OF NJ | | | | | | | | | |
| | | 24-00305 | 05/01/24 | MARRIAGE LICENSE FEE REPORT | Open | 50.00 | 0.00 | | |
| VER500 VERIZON WIRELESS | | | | | | | | | |
| | | 24-00293 | 04/25/24 | CODE WIRELESS 3/16-4/15/24 | Open | 38.01 | 0.00 | | |
| | | 24-00348 | 05/09/24 | WATER PLANT 3-31-24-4/30/24 | Open | <u>40.01</u> | 0.00 | | |
| | | | | | | 78.02 | | | |
| VER600 VERIZON WIRELESS PD | | | | | | | | | |
| | | 24-00291 | 04/25/24 | CPD WIRELESS 3/16-4/15/24 | Open | 266.07 | 0.00 | | |
| WMU500 WESTERN MONMOUTH UTILITIES AUT | | | | | | | | | |
| | | 24-00365 | 05/15/24 | SEWERAGE PROCESSING 7/31/24 | Open | 86,538.21 | 0.00 | | |
| ZB0500 Z-BOROUGH OF ENGLISHTOWN | | | | | | | | | |
| | | 24-00314 | 04/30/24 | PAYROLL 4/30/24 | Open | 50,176.11 | 0.00 | | |
| | | 24-00315 | 04/30/24 | BORO SHARE OF TAXES 4/30/24 | Open | 1,988.09 | 0.00 | | |
| | | 24-00316 | 04/30/24 | DCRP 4/30/24 | Open | 113.64 | 0.00 | | |
| | | 24-00317 | 04/30/24 | EMPLOYER FTL & LTD 4/30/24 | Open | 26.62 | 0.00 | | |
| | | 24-00368 | 05/15/24 | PAYROLL 5/15/24 | Open | 48,014.73 | 0.00 | | |
| | | 24-00369 | 05/15/24 | BORO SHARE OF TAXES 5/15/24 | Open | 2,069.03 | 0.00 | | |
| | | 24-00370 | 05/15/24 | 5/15/24 | Open | 75.42 | 0.00 | | |
| | | 24-00371 | 05/15/24 | EMPLOYER FTL & LTD 5/15/24 | Open | <u>26.40</u> | 0.00 | | |
| | | | | | | 102,490.04 | | | |
| Total Purchase Orders: 77 Total P.O. Line Items: 0 Total List Amount: 406,960.33 Total Void Amount: 0.00 | | | | | | | | | |

| Totals by Year-Fund | | | | | |
|---------------------------------|------|-------------------|---------------|-------------|-------------------|
| Fund Description | Fund | Budget Total | Revenue Total | G/L Total | Total |
| 2023 CURRENT FUND | 3-01 | 1,424.72 | 0.00 | 0.00 | 1,424.72 |
| 2023 WATER OPERATING FUND | 3-05 | <u>63.02</u> | <u>0.00</u> | <u>0.00</u> | <u>63.02</u> |
| Year Total: | | 1,487.74 | 0.00 | 0.00 | 1,487.74 |
| 2023 CURRENT FUND | 4-01 | 236,852.43 | 50.00 | 0.00 | 236,902.43 |
| 2023 WATER OPERATING FUND | 4-05 | 35,884.10 | 0.00 | 0.00 | 35,884.10 |
| 2023 SEWER OPERATING FUND | 4-07 | 104,908.40 | 0.00 | 0.00 | 104,908.40 |
| 2023 SOLID WASTE OPERATING FUND | 4-09 | 250.00 | 0.00 | 0.00 | 250.00 |
| 2023 PAYROLL FUND | 4-20 | <u>1,023.85</u> | <u>0.00</u> | <u>0.00</u> | <u>1,023.85</u> |
| Year Total: | | 378,918.78 | 50.00 | 0.00 | 378,968.78 |
| GENERAL CAPITAL TRUST FUND | C-04 | 4,664.38 | 0.00 | 0.00 | 4,664.38 |
| WATER CAPITAL TRUST FUND | C-06 | <u>12,585.00</u> | <u>0.00</u> | <u>0.00</u> | <u>12,585.00</u> |
| Year Total: | | 17,249.38 | 0.00 | 0.00 | 17,249.38 |
| GRANT FUND | G-02 | 575.38 | 0.00 | 0.00 | 575.38 |
| REGULAR TRUST FUND | T-12 | 8,679.05 | 0.00 | 0.00 | 8,679.05 |
| Total of All Funds: | | <u>406,910.33</u> | <u>50.00</u> | <u>0.00</u> | <u>406,960.33</u> |

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2024-103**

**A RESOLUTION OF SUPPORT FOR MQ3 MANUFACTURING INC. APPLICATION
FOR A CLASS 2 CANNABIS MANUFACTURING LICENSE WITHIN THE BOROUGH
OF ENGLISHTOWN**

WHEREAS, in 2020, New Jersey voters approved Public Question No. 1, which amended the New Jersey Constitution to allow for the legalization of a controlled form of marijuana called “cannabis” for adults at least 21 years of age; and

WHEREAS, on February 22, 2021, Governor Murphy signed into law P.L. 2021, c, 16, known as the “New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act” (the “Act”), which legalizes the recreational use of marijuana by adults 21 years of age or older, and establishes a comprehensive regulatory and licensing scheme for commercial recreational (adult use) cannabis operations, use and possession; and

WHEREAS, the Act establishes six marketplace classes of licensed Cannabis business including Class 2 Cannabis Manufacturing Retailer Licenses, for businesses involved in manufacturing; and

WHEREAS, pursuant to N.J.A.C. 17:30-7.10 Applicants for cannabis business licenses (“license applicants”) need to submit proof of local support in the form of municipal approval from the governing body as part of their application (cannabis business license applicants); and

WHEREAS, the Borough Council has determined that the issuance of a license to MQ3 Manufacturing Inc. by the State Cannabis Regulatory Commission would not exceed any licensing limits; and

WHEREAS, MQ3 Manufacturing Inc. is registered to do business in the State of New Jersey and intends to apply to the New Jersey Cannabis Regulatory Commission for an annual Class 2 Cannabis Retail Manufacturing Licenses to operate within the Borough of Englishtown, New Jersey.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of Englishtown, County of Monmouth, and State of New Jersey hereby approves this Resolution of Support to MQ3 Manufacturing, Inc. for the issuance of a Class 2 Manufacturing Cannabis facility to operate in the Borough of Englishtown.

BE IT FURTHER RESOLVED that the Municipal Clerk shall provide the Applicant, MQ3 Manufacturing Inc. with a sealed copy of this resolution to be included as part of the Applicant’s application to the State of New Jersey Cannabis Regulatory Commission.

| <u>Council Member</u> | <u>Motion/Second</u> | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
|-----------------------|----------------------|------------|------------|----------------|---------------|
| Jewusiak | | | | | |
| M. Lewis | | | | | |
| W. Lewis | | | | | |
| Reque | | | | | |
| Sabin | | | | | |
| Sarti | | | | | |
| Mayor Francisco | tie vote only | | | | |

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held May 22, 2024.

Kerry Killeen, Municipal Clerk

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2024-104**

RESOLUTION ADOPTING NEW BOROUGH FLAG

WHEREAS, the Borough’s current flag does not match any of the Borough’s current branding; and

WHEREAS, the Borough’s current flag was adopted and codified by the Borough Council in 1997; and

WHEREAS, the Borough Council desires to adopt a new Borough Flag and official interpretation and meaning of the design of said flag.

NOW, THEREFORE, BE IT RESOLVED, by the Borough of Englishtown Borough Council hereby retires the currently adopted Borough Flag, said flag shall no longer be used as the flag of the City for purposes of all legal and ceremonial matters.

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Englishtown hereby adopts a new Borough Flag, and Borough Emblem, the design of which shall be as depicted on “Resolution Exhibit A,” which is attached hereto and incorporated herein by this reference. Said flag shall be the official Borough flag for all legal and ceremonial matters and purposes.

| <u>Council Member</u> | <u>Motion/Second</u> | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
|-----------------------|----------------------|------------|------------|----------------|---------------|
| Jewusiak | | | | | |
| M. Lewis | | | | | |
| W. Lewis | | | | | |
| Reque | | | | | |
| Sabin | | | | | |
| Sarti | | | | | |
| Mayor Francisco | tie vote only | | | | |

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Kerry Killeen, Municipal Clerk

