

**TOWNSHIP OF VERNON**  
**TOWNSHIP COUNCIL MEETING**  
**RE-ORGANIZATION MEETING MINUTES**

**JANUARY 15, 2025**

The Reorganization Meeting of the Township Council of the Township of Vernon was convened at 6:00 p.m. on Monday, January 15, 2025 in the Vernon Municipal Center, 21 Church Street, Vernon, New Jersey.

**CALL TO ORDER**

**STATEMENT:** Adequate Notice of this Reorganization Meeting was provided to the public and the press on January 17, 2024 and was posted at the Municipal Building in accordance with the Open Public Meetings Act, N.J.S.A.10:4-7.

**SALUTE TO THE FLAG**

**ROLL CALL**

Present were Council Members Natalie Buccieri, Jessica DeBenedetto, William Higgins, Patrick Rizzuto and Bradley Sparta. Also, Present was Mayor Anthony Rossi, Administrator Tina Kraus, Township Attorney Peter King and Township Clerk Marcy Gianattasio.

Council President Rizzuto asked for a motion to discuss the mayor sitting on the dais.

A motion was made by Council Member Sparta, seconded by Council Member Buccieri.

The Council votes on whether the Mayor should be allowed to sit on the dais during Council meetings.

A roll call vote was taken:

AYES: DeBenedetto

NAYES: Buccieri, Higgins, Rizzuto, Sparta

ABSTAIN:

ABSENT:

The Council voted no to let the Mayor sit at the dais during Council meetings.

**PRESENTATION**

Andrea Cocula – 50 Years of Service

**SWEARING IN FIRE DEPARTMENT CHIEFS AND DEPUTIES**

Vernon Township Fire Commissioner and Chief – John Cosh  
Deputy Fire Commissioner – Jeff Anderson

Highland Lakes Fire Dept Chief - Scott Semchesyn  
Highland Lakes Fire Dept Asst Chief – Karen Thomas

McAfee Fire Dept Chief – Jeff Andersen  
McAfee Fire Dept Asst Chief - Mike Passaro

Pochuck Valley Fire Dept Chief - John Cosh  
Pochuck Valley Fire Dept Asst. Chief - Brian Enerning

Vernon Fire Dept Chief – Kevin Cooke  
Deputy Chief - James Raperto

A motion was made by Council Member Buccieri for a recess. Seconded by Council Member DeBenedetto. All Members were in favor.

**\*\*\*\*\*SHORT RECESS\*\*\*\*\***

## **OUTGOING COUNCIL PRESIDENT COMMENTS**

Council Member Rizzuto commented on the situation with the Mayor and he apologized to the Fire Department and the public.

## **COUNCIL PRESIDENT NOMINATIONS & SELECTIONS**

Council Member Buccieri made a motion to nominate Council Member Rizzuto as Council President for 2025. Seconded by Council Member Higgins

MOTION: Buccieri

SECOND: Higgins

A roll call vote was taken:

AYES: Buccieri, DeBenedetto, Higgins, Rizzuto, Sparta

NAYES:

ABSTAIN:

ABSENT:

Motion carried to appoint Council Member Rizzuto as Council President for 2025.

## **COUNCIL VICE PRESIDENT NOMINATIONS & SELECTION**

Council Member DeBenedetto made a motion to nominate Council Member Buccieri as Council Vice President for 2025. Seconded by Council Member Sparta.

MOTION: DeBenedetto

SECOND: Sparta

A roll call vote was taken:

AYES: Buccieri, DeBenedetto, Higgins, Rizzuto, Sparta

NAYES:

ABSTAIN:

ABSENT:

Motion carried to appoint Council Member Buccieri as Council Vice President for 2025.

## **INCOMING COUNCIL PRESIDENT COMMENTS**

As we bring our 2024 council year to a close, I would like to thank my fellow council members for their support and their commitment to our township. Many issues were addressed by this council, including the approval of a very austere budget, discussions regarding many for the projects that we have reviewed and approved, and establishment of the redevelopment zones necessary for further commercial development.

As I reflect on this past year as council president it was a year of varied results. In many cases we were required to deal with ongoing issues in personnel, township matters yet to be completed and issues that, although not of our making, did require our oversight.

Financially the township is in very good shape, over the past three years we have been able to hold the municipal portion of our tax levy to no increase through the use of our fund balance and reductions in spending. My concern and I believe that of my fellow council members is that we need to rebuild our fund balance to a level that satisfies our financial ratings companies and our corporate lenders as well as being prepared should we run into some difficult rainy day.

We have begun to experience growth such as Theta Grove, a 55+ luxury apartment complex that is due to open sometime in the middle of this year, will create greater interest in Main Street and the potential projects now being planned for that area as well for additional planned projects for the areas proximate to Theta Grove. The developers of this project have also taken a keen interest in Vernon, increasing their presence with the purchase of additional development properties in the Main Street area. Funding received for the completion of the required infrastructure for this area has been received and appropriated as required by the grant regulations.

**PUBLIC COMMENTS (For Current Agenda Items Only, Limited to 3 Minutes Per Person)**

Council President Rizzuto asked for a motion to open the meeting to Public Comments.

MOVED: Buccieri

SECOND: DeBenedetto

All members were in favor.

Alan Henderson, Sussex County Commissioner – introduced himself to the Council and told them he was happy to be the liaison to Vernon Township.

Seeing no one else from the public wishing to come forward, Council President Rizzuto asked for a motion to close the meeting to Public Comments.

MOVED: Sparta

SECOND: Buccieri

All members were in favor.

Man Lee, Vernon Township's Auditor from Nisivoccia, explained to the Council ordinance #25-01 Calendar Year 2025 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A: 4-45.14).

**APPROVAL OF MINUTES**

**November 14, 2024 – Regular Meeting**

Council President Rizzuto ask for a motion to approve the November 14, 2024 regular meeting minutes.

MOVED: Higgins

SECOND: Buccieri

A roll call vote was taken:

AYES: Buccieri, Higgins, Rizzuto, Sparta

NAYES:

ABSTAIN: DeBenedetto

ABSENT:

Motion carries to approve the November 14, 2024 regular meeting minutes.

**December 8, 2024 – Executive Session**

Council President Rizzuto ask for a motion to approve the December 8, 2024 executive session minutes.

MOVED: Sparta

SECOND: Higgins

A roll call vote was taken:

AYES: Buccieri, DeBenedetto, Higgins, Rizzuto, Sparta

NAYES:

ABSTAIN:

ABSENT:

Motion carries to approve the December 8, 2024 executive session minutes.

**December 8, 2024 – Regular Meeting**

Council President Rizzuto ask for a motion to approve the December 8, 2024 regular meeting minutes.

MOVED: Sparta

SECOND: Higgins

All members were in favor.

Motion carries to approve the December 8, 2024 regular meeting minutes.

**RESOLUTIONS**

**Resolution #25-01:** Designating of Official Newspaper for 2025

**Resolution #25-02:** Appointments of Special Police Officers

**Resolution #25-03:** Reauthorizing Petty Cash Funds for Calendar Year 2025

**Resolution #25-04:** Authorizing a Contract with Munidex to Maintain the Township’s Vital Statistic Software for 2025

**Resolution #25-05:** Resolution of the Township Council of the Township of Vernon, County of Sussex, and State of New Jersey Appointing Deputy Custodians of Records

Council President Rizzuto asked for a motion to approve resolutions #25-01 to #25-05.

MOVED: Higgins

SECOND: DeBenedetto

A roll call vote was taken:

AYES: Buccieri, DeBenedetto, Higgins, Rizzuto, Sparta

NAYES:

ABSTAIN:

ABSENT:

Motion carries to approve resolutions #25-01 to #25-05.

**RESOLUTION #25-01**

**DESIGNATION OF OFFICIAL NEWSPAPER FOR 2025**

**WHEREAS**, N.J.S.A. 40:53-1 et al. of the Open Public Meetings Act requires that the governing body of every municipality designate an official newspaper or newspapers for the publication of all advertisements and notices required by law to be published by the municipality; and

**WHEREAS**, the second newspaper designated by this body must be one which has the greatest likelihood of informing the public within the jurisdictional boundaries of this body of such meetings; and

**WHEREAS**, *The New Jersey Herald/Sunday Herald* is hereby designated to receive all notices of meetings as required under the Open Public Meetings Act and *The Star Ledger*, and the *Advertiser News* and will be designated as the alternate newspapers; and

**WHEREAS**, it is the opinion of this public body that *The New Jersey Herald/Sunday Herald*, have the greatest likelihood of informing the public within the jurisdictional area of this public body of such meetings.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Township of Vernon, County of Sussex, State of New Jersey that *The New Jersey Herald/ Sunday Herald* is hereby designated as the official newspaper for the 2025 Calendar Year and will receive all Notices of meetings of the Township Council as required by the Open Public Meetings Act, and *The Star Ledger*, and *The Advertiser News*, will be designated as alternate newspapers of the Township of Vernon.

This resolution shall take effect immediately.

**RESOLUTION #25-02**

**APPOINTMENTS OF SPECIAL POLICE OFFICERS**

**WHEREAS**, pursuant to Chapter 94, Section 16 of the Code of the Township of Vernon, the Mayor shall appoint Class Two Special Police Officers; and

**WHEREAS**, the Mayor has nominated the individuals named below for said position.

**NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE TOWNSHIP OF VERNON, COUNTY OF SUSSEX, and STATE OF NEW JERSEY**, as follows:

- 1. That there shall be up to 6 positions for Special Police Class 2;
- 2. That the following individuals are hereby appointed or reappointed as Class Two Special Police Officers effective January 15, 2025 for a term of one year pursuant to N.J.S.A. 40A:14-146.14:

**BE IT FURTHER RESOLVED**, that the following individuals are hereby appointed or reappointed as Class One Special Police Officers effective January 15, 2025 for a term of one year pursuant to N.J.S.A. 40A:14-146.14:

**Special Police Officers (Class 1)**  
Jim Vette, Mike Sauer, Doug Vince

**BE IT FINALLY RESOLVED THAT**, the Township Clerk shall send a certified copy of this resolution to the following:

- a. Chief of Police

**RESOLUTION #25-03**

**REAUTHORIZING PETTY CASH FUNDS FOR CALENDAR YEAR 2025**

**WHEREAS**, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund in municipalities by application and resolution; and

**WHEREAS**, it is the desire of the Township of Vernon to establish the following Petty Cash Funds for calendar year 2025 as follows:

Department	Custodian	Amount Authorized
DPW	Clarence Babcock	\$100.00
Finance	Donelle Bright	\$100.00
Police	Daniel B. Young	\$500.00

**NOW, THERFORE BE IT RESOLVED** that the Council of the Township of Vernon hereby authorizes such action and that the Township Clerk file two copies of this resolution with the Division of Local Government Services, State of New Jersey.

**RESOLUTION #25-04**

**AUTHORIZING A CONTRACT WITH MUNIDEX TO MAINTAIN THE TOWNSHIP’S VITAL STATISTIC SOFTWARE FOR 2025**

**WHEREAS**, the Township of Vernon has a need to maintain its vital statistic software; and

**WHEREAS**, MUNIDEX, Inc. supplied the original vital statistic software to the Township and has the expertise to maintain said program; and

**WHEREAS**, the Chief Financial Officer recommends that the Township Council award a contract to maintain the Township’s vital statistic software to Munidex, Inc., 215 Stelton Road, Suite A1, Piscataway, NJ 08854; and

**WHEREAS**, the cost for this annual maintenance contract is \$712.00 and there may be additional charges if on-site maintenance service is required and the Chief Financial Officer of the Township of Vernon, has certified these funds are available in account #5-01-20-120-20.

**NOW THEREFORE BE IT RESOLVED**, by the Township Council of the Township of Vernon, that the Mayor and Municipal Clerk are authorized to sign and accept the Software Maintenance Agreement for the year 2025 to maintain the Township’s vital statistic software in an amount of \$712.00; and

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately upon adoption according to law.

**RESOLUTION #25-05**

**RESOLUTION OF THE TOWNSHIP COUNCIL OF THE  
TOWNSHIP OF VERNON, COUNTY OF SUSSEX,  
AND STATE OF NEW JERSEY APPOINTING  
DEPUTY CUSTODIANS OF RECORDS**

**WHEREAS**, the New Jersey Open Public Records Act, N.J.S.A. 47:1A-1 et seq. (“OPRA”), names the municipal clerk as the custodian of government records; and

**WHEREAS**, certain officials and/or departments receive numerous public records requests based upon the nature of their official duties and/or office; and

**WHEREAS**, the governing body may designate one or more deputy custodians to facilitate compliance with OPRA; and

**WHEREAS**, the governing body adopted the policy of Deputy Custodians of Records via Resolution 16-175 on July 25, 2016 and wishes to continue this practice; and

**WHEREAS**, the Township Council of the Township of Vernon has determined that it is in the best interest of the Township and the public to designate deputy custodians for specific officials and/or departments.

**NOW THEREFORE IT BE RESOLVED** by the Township Council of the Township of Vernon, County of Sussex, and State of New Jersey, as follows:

1. The Police Chief is hereby appointed as the deputy custodian of records for Police Department records.
2. The Tax Collector is hereby appointed deputy custodian of records for tax collection records.
3. The Tax Assessor is hereby appointed deputy custodian of records for tax assessment records.
4. The Construction Official is hereby appointed deputy custodian of records for building, construction and land use records.
5. The Chief Financial Officer is hereby appointed deputy custodian of records for financial records.
6. The Land Use Board Secretary is hereby appointed deputy custodian of records for the Land Use and Zoning records.
7. The designated deputy records custodians shall report to the Township Clerk all requests for records and shall follow any instructions given by the Clerk regarding the handling of such records.

**Resolution #25-06:** Authorizing a Memorandum of Agreement with Signature Information Solutions for “Inquiry Only” Access to Certain Tax Collectors Tax and/or Utility Records via Edmunds and Associates

**Resolution #25-07:** Authorizing a Memorandum of Agreement with Accurate Abstracts for “Inquiry Only” Access to Certain Tax Collectors Tax and/or Utility Records via Edmunds and Associates

**Resolution #25-08:** Authorizing a Memorandum of Agreement with Valtech Research for “Inquiry Only” Access to Certain Tax Collectors Tax and/or Utility Records via Edmunds and Associates

**Resolution #25-09:** Authorizing a Memorandum of Agreement with Action Title Research

for “Inquiry Only” Access to Certain Tax Collectors Tax and/or Utility Records via Edmunds and Associates

**Resolution #25-10:** Authorizing a Memorandum of Agreement with Priority Search Services, LLC for “Inquiry Only” Access to Certain Tax Collectors Tax and/or Utility Records via Edmunds and Associates

Council President Rizzuto asked for a motion to approve resolutions #25-06 to #25-10.

MOVED: DeBenedetto

SECOND: Buccieri

A roll call vote was taken:

AYES: Buccieri, DeBenedetto, Higgins, Rizzuto, Sparta

NAYES:

ABSTAIN:

ABSENT:

Motion carries to approve resolutions #25-06 to #25-10.

#### **RESOLUTION #25-06**

#### **AUTHORIZING A MEMORANDUM OF AGREEMENT WITH *SIGNATURE INFORMATION SOLUTIONS* FOR “INQUIRY ONLY” ACCESS TO CERTAIN TAX COLLECTORS TAX AND/OR UTILITY RECORDS VIA EDMUNDS AND ASSOCIATES**

**WHEREAS**, the Township of Vernon received a request from Signature Information Solutions seeking electronic “look only” inquiry access to the public tax records administered by the tax collector; and

**WHEREAS**, Vernon Township’s tax records are currently maintained in an electronic format by Edmunds and Associates of Northfield, New Jersey; and

**WHEREAS**, upon authorization, Signature Information Solutions, agrees to use this information for the sole purpose of providing tax search information to the title industry; and

**WHEREAS**, Signature Information Solutions also agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.

**NOW THEREFORE BE IT RESOLVED** by the Council of the Township of Vernon:

1. Vernon Township will authorize Edmunds and Associates to provide look up information access to Signature Information Solutions for Vernon Township property tax and/or utility records.
2. Signature Information Solutions shall be subject to Edmunds and Associates policies and procedures.
3. Signature Information Solutions waives any claim that it may have against Vernon Township in connection with Edmunds and Associates policies and procedures.
4. Signature Information Solutions, agrees to use this information for the sole purpose of providing tax search information to the title industry, agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.
5. The Township of Vernon shall not incur any charges for providing this access or means of information exchange to Signature Information Solutions.

#### **RESOLUTION #25-07**

**AUTHORIZING A MEMORANDUM OF AGREEMENT WITH *ACCURATE ABSTRACTS*  
FOR “INQUIRY ONLY” ACCESS TO CERTAIN TAX COLLECTORS TAX AND/OR  
UTILITY RECORDS VIA EDMUNDS AND ASSOCIATES**

**WHEREAS**, the Township of Vernon received a request from Accurate Abstracts seeking electronic “look only” inquiry access to the public tax records administered by the tax collector; and

**WHEREAS**, Vernon Township’s tax records are currently maintained in an electronic format by Edmunds and Associate of Northfield, New Jersey; and

**WHEREAS**, upon authorization, Accurate Abstracts, agrees to use this information for the sole purpose of providing tax search information to the title industry; and

**WHEREAS**, Accurate Abstracts also agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.

**NOW THEREFORE BE IT RESOLVED** by the Council of the Township of Vernon:

1. Vernon Township will authorize Edmunds and Associates to provide look up information access to Accurate Abstracts, for Vernon Township property tax and/or utility records.
2. Accurate Abstracts shall be subject to Edmunds and Associates policies and procedures.
3. Accurate Abstracts waives any claim that it may have against Vernon Township in connection with Edmunds and Associates policies and procedures.
4. Accurate Abstracts, agrees to use this information for the sole purpose of providing tax search information to the title industry, agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.
5. The Township of Vernon shall not incur any charges for providing this access or means of information exchange to Accurate Abstracts.

**RESOLUTION #25-08**

**AUTHORIZING A MEMORANDUM OF AGREEMENT WITH *VALTECH RESEARCH*  
FOR “INQUIRY ONLY” ACCESS TO CERTAIN TAX COLLECTORS TAX AND/OR  
UTILITY RECORDS VIA EDMUND AND ASSOCIATES**

**WHEREAS**, the Township of Vernon received a request from Valtech Research seeking electronic “look only” inquiry access to the public tax records administered by the tax collector; and

**WHEREAS**, Vernon Township’s tax records are currently maintained in an electronic format by Edmunds and Associates of Northfield, New Jersey; and

**WHEREAS**, upon authorization, Valtech Research, agrees to use this information for the sole purpose of providing tax search information to the title industry; and

**WHEREAS**, Valtech Research also agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.

**NOW THEREFORE BE IT RESOLVED** by the Council of the Township of Vernon:

1. Vernon Township will authorize Edmunds and Associates to provide look up information access to Valtech Research for Vernon Township property tax and/or utility records.
2. Valtech Research shall be subject to Edmunds and Associates policies and procedures.
3. Valtech Research waives any claim that it may have against Vernon Township in connection with Edmunds and Associates policies and procedures.



4. Valtech Research, agrees to use this information for the sole purpose of providing tax search information to the title industry, agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.

5. The Township of Vernon shall not incur any charges for providing this access or means of information exchange to Valtech Research.

#### **RESOLUTION #25-09**

##### **AUTHORIZING A MEMORANDUM OF AGREEMENT WITH ACTION TITLE RESEARCH FOR “INQUIRY ONLY” ACCESS TO CERTAIN TAX COLLECTORS TAX AND/OR UTILITY RECORDS VIA EDMUNDS AND ASSOCIATES**

**WHEREAS**, the Township of Vernon received a request from Action Title Research seeking electronic “look only” inquiry access to the public tax records administered by the tax collector; and

**WHEREAS**, Vernon Township’s tax records are currently maintained in an electronic format by Edmunds and Associates of Northfield, New Jersey; and

**WHEREAS**, upon authorization, Action Title Research, agrees to use this information for the sole purpose of providing tax search information to the title industry; and

**WHEREAS**, Action Title Research also agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.

**NOW THEREFORE BE IT RESOLVED** by the Council of the Township of Vernon:

1. Vernon Township will authorize Edmunds and Associates to provide look up information access to Action Title Research, for Vernon Township property tax and/or utility records.
2. Action Title Research shall be subject to Edmunds and Associates policies and procedures.
3. Action Title Research waives any claim that it may have against Vernon Township in connection with Edmunds and Associates policies and procedures.
4. Action Title Research, agrees to use this information for the sole purpose of providing tax search information to the title industry, agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.
5. The Township of Vernon shall not incur any charges for providing this access or means of information exchange to Action Title Research.

#### **RESOLUTION #25-10**

##### **AUTHORIZING A MEMORANDUM OF AGREEMENT WITH *PRIORITY SEARCH SERVICES, LLC* FOR “INQUIRY ONLY” ACCESS TO CERTAIN TAX COLLECTORS TAX AND/OR UTILITY RECORDS VIA EDMUNDS AND ASSOCIATES**

**WHEREAS**, the Township of Vernon received a request from Priority Search Services, LLC seeking electronic “look only” inquiry access to the public tax records administered by the tax collector; and

**WHEREAS**, Vernon Township’s tax records are currently maintained in an electronic format by Edmunds and Associates of Trenton, New Jersey; and

**WHEREAS**, upon authorization, Priority Search Services, LLC, agrees to use this information for the sole purpose of providing tax search information to the title industry; and

**WHEREAS**, Priority Search Services, LLC also agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.

**NOW THEREFORE BE IT RESOLVED** by the Council of the Township of Vernon:

1. Vernon Township will authorize Edmunds and Associates to provide look up information access to Priority Search Services, LLC, for Vernon Township property tax and/or utility records.
2. Priority Search Services, LLC shall be subject to Edmunds and Associates policies and procedures.
3. Priority Search Services, LLC waives any claim that it may have against Vernon Township in connection with Edmunds and Associates policies and procedures.
4. Priority Search Services, LLC, agrees to use this information for the sole purpose of providing tax search information to the title industry, agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.
5. The Township of Vernon shall not incur any charges for providing this access or means of information exchange to Priority Search Services, LLC.

**Resolution #25-11:** Authorizing the Award of a Contract for 2025 Between A & E Clothing and the Township of Vernon to Locate Clothing Donation Bins at the Municipal Recycling Center

**Resolution #25-12:** Authorizing Change Order #1 of Contract for Proposed Improvements to Glenwood Mountain Road with Riverview Paving, Inc.

**Resolution #25-13:** Authorizing Change Order #1 of Contract for Proposed Improvements Of Glenwood Mountain Road with Road Safety Systems, LLC

**Resolution #25-14:** Resolution Authorizing Fireworks to be Displayed on February 3, 2025 within the Township of Vernon for Special Olympics

Council President Rizzuto asked for a motion to approve resolutions #25-11 to #25-14.

MOVED: Higgins  
SECOND: Sparta

A roll call vote was taken:  
AYES: Buccieri, DeBenedetto, Higgins, Rizzuto, Sparta  
NAYES:  
ABSTAIN:  
ABSENT:

Motion carries to approve resolutions #25-11 to #25-14.

#### **RESOLUTION #25-11**

**AUTHORIZING THE AWARD OF A CONTRACT FOR 2025 BETWEEN A & E CLOTHING AND THE TOWNSHIP OF VERNON TO LOCATE CLOTHING DONATION BINS AT MUNICIPAL RECYCLING CENTER**

**WHEREAS**, Vernon Township has a need to contract with a vendor to locate Donation Clothing Bins in the Vernon Township Municipal Recycling Center on Church Street for the continued service to Township residents; and

**WHEREAS**, Vernon Township has received a proposal from A& E Clothing, Hamilton Township, NJ to provide Clothing Bins on Township Property and compensate Vernon Township \$60.00 per month per Bin; and

**WHEREAS**, the Mayor and DPW Director recommends that Vernon Township renew a contract with A & E Clothing Corp to provide four (4) donation bins at the Recycling Center commencing January 1 through December 31, 2025; and

**WHEREAS**, A & E Clothing Corp. has been collecting clothing in New Jersey for over sixteen years which donations are shipped throughout the USA, Europe, Asia, Africa and South America and proceeds further support Non-Profit Organizations such as Retired Peace Officer Charity Organization and for research for Cancer, Crohn's Disease and Sudden Infant Death Syndrome; and

**NOW THEREFORE BE IT RESOLVED**, by the Township Council of the Township of Vernon, County of Sussex and State of New Jersey as follows:

1. The Township of Vernon is authorized to engage A & E Clothing Corp. for the purpose of locating four (4) Clothing Donation Bins at the Vernon Township Municipal Recycling Center, Church Street, NJ, for compensation of \$60.00 per month per bin to the Township
2. The Mayor and Township Clerk are hereby authorized and directed to execute Contract with A & E Clothing Corporation Corp.

**RESOLUTION #25-12**

**AUTHORIZING CHANGE ORDER #1 OF CONTRACT FOR PROPOSED  
IMPROVEMENTS TO GLENWOOD MOUNTAIN ROAD  
WITH RIVERVIEW PAVING, INC.**

**WHEREAS**, on October 17, 2024, by way of adoption of Resolution #24-264, the Council of the Township of Vernon awarded a contract to Riverview Paving, Inc. for Milling & Paving of Glenwood Mountain Road which contract provided for an expenditure of \$208,283.60 and

**WHEREAS**, in a memo dated December 12, 2024, the Township Engineer states that the contract requires a Change Order #1 by the reduction of 5 (five) items in total amount of \$17,684.52 resulting in a decreased final contract amount of \$190,599.08; and

**WHEREAS**, the Township Engineer, in concurrence with the Mayor, recommends approving Change Order No. 1 resulting in a decreased final contract amount of \$190,599.08.

**NOW THEREFORE BE IT RESOLVED**, by the Council of the Township of Vernon that it hereby approves the Township Engineer's recommendations and authorizes the Mayor to execute said Change Order No. 1 for said project resulting in the final contract amount of \$190,599.08 for said project; and

**BE IT FURTHER RESOLVED** that certified copies of this Resolution be forwarded to Riverview Paving, Inc. and the Township Engineer.

**RESOLUTION #25-13**

**AUTHORIZING CHANGE ORDER #1 OF CONTRACT FOR PROPOSED  
IMPROVEMENTS OF GLENWOOD MOUNTAIN ROAD  
WITH ROAD SAFETY SYSTEMS, LLC**

**WHEREAS**, on October 17, 2024, by way of adoption of Resolution #24-264, the Council of the Township of Vernon awarded a contract to Road Safety Systems, LLC for Guide Rails on Glenwood Mountain Road which contract provided for an expenditure of \$109,769.00 and

**WHEREAS**, in an email dated December 16, 2024, the Township Engineer states that the contract requires a Change Order #1 by the reduction of 1 (one) item in the amount of \$2,100.00 and the addition of 4(four) extra items in the amount of \$10,703.50; and

**WHEREAS**, the Township Engineer, in concurrence with the Mayor, recommends approving Change Order No. 1 resulting in an increase of \$8,603.50 to final contract amount of \$118,372.50.

**WHEREAS**, the Certified Municipal Finance Officer of the Township of Vernon has certified that the funds for Change Order #1 are available in Account #C-04-24-010.

**NOW THEREFORE BE IT RESOLVED**, by the Council of the Township of Vernon that it hereby approves the Township Engineer's recommendations and authorizes the Mayor to execute said Change Order No. 1 for said project resulting in the final contract amount of \$118,372.50 for said project; and

**BE IT FURTHER RESOLVED** that certified copies of this Resolution be forwarded to Road Safety Systems, LLC. and the Township Engineer.

**RESOLUTION #25-14**

**RESOLUTION AUTHORIZING FIREWORKS TO BE DISPLAYED  
ON FEBRUARY 3, 2025 WITHIN THE TOWNSHIP OF VERNON  
FOR SPECIAL OLYMPICS**

**WHEREAS**, N.J.S.A.21:3-1et seq. Explosive and Fireworks, provides that a Municipal Governing Body must authorize the display of fireworks within its boundaries as a pre-condition to such display in accordance with the New Jersey Fire Prevention Code; and

**WHEREAS**, Mountain Creek Resort, 200 Route 94, Vernon, has submitted an application to Vernon Township to conduct fireworks display on Monday February 3, 2025 for the Special Olympics; and

**WHEREAS**, Mountain Creek Resort has engaged in a contract with Garden State Fireworks, Inc., to perform the public fireworks and special effects display and has provided the required certificate of liability insurance.

**NOW THEREFORE BE IT RESOLVED**, that the Council of the Township of Vernon, in the County of Sussex, hereby authorizes the fireworks display with special effects, performed by Garden State Fireworks, Inc. and sponsored by Mountain Creek Resort on February 3, 2025 for the Special Olympics upon satisfaction of all statutory and departmental requirements.

**Resolution #25-15:** Resolution Authorizing Fireworks to be Displayed on December 31, 2024 within the Township of Vernon

Council President Rizzuto asked for a motion to approve resolution #25-15.

MOVED: Sparta  
SECOND: Buccieri

A roll call vote was taken:  
AYES: Buccieri, DeBenedetto, Higgins, Rizzuto  
NAYES: Sparta  
ABSTAIN:  
ABSENT:

Motion carries to approve resolution #25-15.

**RESOLUTION #25-15**

**RESOLUTION AUTHORIZING FIREWORKS TO BE DISPLAYED  
ON DECEMBER 31, 2024 WITHIN THE TOWNSHIP OF VERNON**

**WHEREAS**, N.J.S.A.21:3-1et seq. Explosive and Fireworks, provides that a Municipal Governing Body must authorize the display of fireworks within its boundaries as a pre-condition to such display in accordance with the New Jersey Fire Prevention Code; and

**WHEREAS**, Mountain Creek Resort Inc., has submitted an application to Vernon Township to conduct fireworks display on December 31, 2024 to be held at Mountain Creek Resort, 200 RT 94; and

**WHEREAS**, Mountain Creek Resort has engaged in a contract with Garden State Fireworks, Millington, NJ, to perform the public fireworks and special effects display and has provided the required certificate of liability insurance to the Township.

**WHEREAS**, the Fire Marshal and Applicant have acknowledged the late submission of the application due to change in State Fire Ban which was recently lifted and respectfully requests Township Council authorize approval of the Fireworks resolution after the event.

**NOW THEREFORE BE IT RESOLVED** that the Council of the Township of Vernon, in the County of Sussex, hereby authorizes the firework display, performed by Garden State Fireworks Inc.

on December 31, 2024 at Mountain Creek Resort, located at 200 Route 94, Vernon, upon satisfaction of all statutory and departmental requirements.

**Resolution #25-16:** Authorizing the Municipal Tax Assessor and the Special Municipal Attorney to Defend the Township Before the Sussex County Board of Taxation for Tax Appeals

**Resolution #25-17:** Authorize the Award of a Required Disclosure Contract with “Spatial Data Logic” for Permitting / Licensing Software

**Resolution #25-18:** Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the MacPeck Road Improvements Project

**Resolution #25-19:** Authorizing the Cancellation of Outstanding Checks Over Six Months Old to Municipal Cash Balances

**Resolution #25-20:** Refund Overpayment (Block 571 Lot 8 – Lereta)

Council President Rizzuto asked for a motion to approve resolutions #25-16 to #25-20.

MOVED: Buccieri

SECOND: Higgins

A roll call vote was taken:

AYES: Buccieri, DeBenedetto, Higgins, Sparta, Rizzuto

NAYES:

ABSTAIN:

ABSENT:

Motion carries to approve resolutions #25-16 to #25-20.

#### **RESOLUTION #25-16**

#### **AUTHORIZING THE MUNICIPAL TAX ASSESSOR AND THE SPECIAL MUNICIPAL ATTORNEY TO DEFEND THE TOWNSHIP BEFORE THE SUSSEX COUNTY BOARD OF TAXATION FOR TAX APPEALS**

**WHEREAS**, the County Tax Board requires the governing body of each municipality to pass a resolution authorizing the Assessor and Special Municipal Attorney (for tax appeals) of the municipality to file and prosecute any and all tax appeals, farmland rollback complaints, and any added and omitted assessment complaints before the Sussex County Tax Board.

**THEREFORE BE IT RESOLVED** by the governing body of the Township of Vernon that the Assessor and Special Municipal Attorney (for tax appeals) are hereby authorized to file, prosecute, defend, stipulate, and/or agree upon all contested appeals before the Sussex County Board of Taxation and Tax Court of the State of New Jersey, and to initiate municipal appeals to correct the Township of Vernon tax list, including but not limited to, rollback complaints, added and omitted assessment complaints, and such other appeals as are necessary to correct property assessments for the Township of Vernon; and

**BE IT FURTHER RESOLVED** that the Assessor and the Special Municipal Attorney (for tax appeals) are hereby designated as the agents of the Township of Vernon for the purpose of signing settlements of the foregoing matters by stipulation.

**BE IT FURTHER RESOLVED** that the Municipal Clerk is directed to forward a certified copy of this Resolution to the Sussex County Tax Board.

#### **RESOLUTION #25-17**

**“Authorize the Award of a Required Disclosure Contract with “Spatial Data Logic” for Permitting / Licensing Software**

**WHEREAS**, the Township has a need for software use in the Planning & Zoning, Building, Administration, Fire Prevention and Assessor’s Offices for permitting, licensing, electronic maintenance of all inspection reports and transmission of monthly activity reports directly to the Department of Community Affairs; and

**WHEREAS**, for customer service efficiency and availability, Vernon Township has a need to utilize the Enterprise Licensing System offered by Spatial Data Logic, Somerset, NJ as a required disclosure contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; for the calendar year of 2025 at a not to exceed cost of \$25,760.00 for 14 user licenses.

**WHEREAS**, the Sean Canning, Q.P.A., has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

**WHEREAS**, the anticipated term of this contract is for the year of 2025; and

**WHEREAS**, Spatial Data Logic in the aggregate is expected to provide more than the pay to play threshold of \$17,500.00; and

**WHEREAS**, Spatial Data Logic, has completed and submitted a Business Entity Disclosure Certification and a Personal Contribution Disclosure form which certifies that Spatial Data Logic has not made any reportable contributions to a political or candidate committee in the *Township of Vernon* in the previous one year, and that the contract will prohibit Spatial Data Logic from making any reportable contributions through the term of the contract, and

**WHEREAS**, the Chief Financial Officer hereby certifies that funds NOT TO EXCEED \$25,760.00 are available as follows;

<i>Certification of Funds:</i>	
<u>Account:</u>	<u>Amount:</u>
5-01-20-100-33Admin	\$1,840.00
5-01-22-195-38 Building	\$11,040.00
5-01-20-150-38 Assessor	\$1,840.00
5-01-25-265-38 Fire Prev.	\$5,520.00
5-01-21-181-38 Plan& Zoning	<u>\$5,520.00</u>
Not to exceed	\$25,760.00
CFO Signature: _____	
<i>Subject to the Adoption of 2025 Budget</i>	

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Township of Vernon authorizes the Mayor to enter into a contract with Spatial Data Logic, not to exceed \$25,760.00 for the 2025 budget year for Geologic Software for permitting and licensing purposes; and

**BE IT FURTHER RESOLVED**, that the Business Disclosure Entity Certification and Personal Contribution Disclosure form, Determination of Value be placed on file with this resolution.

**Resolution #25-18**

**Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the MacPeek Road Improvements project.**

**NOW, THEREFORE, BE IT RESOLVED** that the Vernon Township Council of the Township of Vernon, County of Sussex, State of New Jersey formally approves the grant application for the above stated project.

**BE IT FURTHER RESOLVED** that the Mayor and Municipal Clerk are hereby authorized to submit an electronic grant application identified as MA-2025-MacPeek Road Improvements-00421 to the New Jersey Department of Transportation on behalf of Vernon Township.

**BE IT FURTHER RESOLVED** that the Mayor and Municipal Clerk are hereby authorized to sign the grant agreement on behalf of Vernon Township and that their signatures constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement.

**RESOLUTION #25-19**

**AUTHORIZING THE CANCELLATION OF OUTSTANDING CHECKS OVER  
SIX MONTHS OLD TO MUNICIPAL CASH BALANCES**

**WHEREAS**, the Chief Financial Officer has determined that the following Township checks have been outstanding for a period in excess of six months:

**Municipal Court General and Bail Bank Accounts:**

Check Number	Date written	To whom	Amount
2707 (General)	7/5/2023	Alfredo Grajales	\$00.02
2720 (General)	9/5/2023	William, Alexander & Assoc.	\$14.08
2761 (General)	6/3/2024	Richard Brzozowski	\$200.00
2765 (General)	6/3/2024	David Jimenez	\$1.00
3115 (Bail)	3/24/2023	Johnnie Rose-Szamble	\$200.00
3129 (Bail)	11/15/2023	Elijah Defreese	\$75.00
3139 (Bail)	3/27/2024	Ernest Sprague	\$250.00
TOTAL:			\$740.10

**THEREFORE**, be it resolved that the above outstanding checks be restored to the Township cash balances.

**RESOLUTION #25-20**

**REFUND OVERPAYMENT  
(Block 571 Lot 8 – Lereta)**

BE IT RESOLVED, by the Council of the Township of Vernon, Vernon, New Jersey, that a warrant be drawn to Lereta in the amount of \$2594.70 representing refund for overpayment of 4<sup>th</sup> qtr. 2024 property taxes for Block 571 Lot 8.

OWNER	BLOCK	LOT	REFUND AMOUNT
Mendoza	571	8	\$2594.70
		TOTAL:	\$2594.70

**Resolution #25-21:** Refund Overpayment (Corelogic-Various Block and Lots)

**Resolution #25-22:** Resolution of the Township of Vernon, County of Sussex, State of New Jersey, Awarding Bid 12R-2024 Fire Suppression Bid

Council President Rizzuto asked for a motion to approve resolutions #25-21 to #25-22.

MOVED: Higgins  
SECOND: DeBenedetto

A roll call vote was taken:  
AYES: Buccieri, DeBenedetto, Higgins, Sparta, Rizzuto  
NAYES:  
ABSTAIN:  
ABSENT:

Motion carries to approve resolutions #25-21 to #25-22.

**RESOLUTION #25-21**

**REFUND OVERPAYMENT**  
**(Corelogic-Various Block and Lots)**

**BE IT RESOLVED**, by the Council of the Township of Vernon, Vernon, New Jersey, that a warrant be drawn to Corelogic in the amount of \$2490.94 representing refund for overpayment of 4th qtr. 2024 property taxes for Block 350 Lot 5. Also, in the amount of \$1643.36 representing refund for overpayment of 3rd qtr. 2024 property taxes for Block 529 Lot 148.

OWNER	BLOCK	LOT	REFUND AMOUNT
Jenkins	350	5	\$2490.94
Retty	529	148	\$1643.36
		TOTAL:	\$4134.30

**REOLUTION #25-22**

**RESOLUTION OF THE TOWNSHIP OF VERNON, COUNTY OF SUSSEX, STATE OF NEW JERSEY, AWARDING BID 12R-2024 FIRE SUPPRESSION BID**

**WHEREAS**, the Township public advertised and sought bids for Bid 12R-2024 Fire Suppression Bid, in a fair and open manner, consistent with N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Township received and opened bids on December 11, 2024 at 10:30am, wherein the Township received one (1) bid, to wit:

NAME OF BIDDER	Encore Fire Protection
LUMP SUM	\$47,894.00

;and

**WHEREAS**, the bid submitted by Encore Fire Protection, 70 Bacon Street, Pawtucket, Rhode Island, 02860 was determined to be the lowest responsible bidder in accordance with N.J.S.A. 40A:11-4A.

**NOW, THEREFORE BE IT RESOLVED**, by the Vernon Township Council, that:

The bid submitted by Encore Fire Protection, 70 Bacon Street, Pawtucket, Rhode Island, 02860 is hereby awarded in the amount of \$47,894.00.

The Mayor is hereby authorized to execute all contracts and agreements in furtherance of Bid 12R-2024 Fire Suppression Bid.

**Resolution #25-23:** Resolution Amending R# 24-119 for Award of Contract to Vendor with National Cooperative Contracts HGACBUY

**Resolution #25-24:** Resolution Accepting the Completion of Road Improvements Project to Various Streets within Vernon Township

**Resolution #25-25:** Resolution Accepting the Completion of Maple Grange Park Lower Parking Lot Resurfacing Project

Council President Rizzuto asked for a motion to approve resolutions #25-23 to #25-25.

MOVED: Sparta  
SECOND: Buccieri

A roll call vote was taken:  
AYES: Buccieri, DeBenedetto, Higgins, Sparta, Rizzuto  
NAYES:  
ABSTAIN:  
ABSENT:

Motion carries to approve resolutions #25-23 to #25-25.



**RESOLUTION #25-23**

**RESOLUTION AMENDING R# 24-119 FOR AWARD OF CONTRACT TO  
VENDOR WITH NATIONAL COOPERATIVE CONTRACTS HGACBUY**

**BE IT RESOLVED**, by the Council of the Township of Vernon. Sussex County, State of New Jersey as follows:

**WHEREAS**, the Township awarded on April 24, 2024, through Resolution R# 24-119, an award to First Priority Vehicles an authorized under HGAC contract AM10-23, in the amount of \$194,595.20; and

**WHEREAS**, First Priority Vehicle has discovered the requirement to Repair Subflooring As Necessary upon discovery of refurbishment of the ambulance in the amount of an additional \$2,698.00; and

**WHEREAS**, the repairs are acceptable to the Township, necessitating a new not to exceed amount of \$197,293.20, consistent with HGAC contract AM10-23; and

**WHEREAS**, the Chief Financial Officer certifies that funds are available in the amount of: \$2,698.00

Through line item: C-04-24-010 Various Purpose Bond Ordinance

**NOW THEREFORE BE IT RESOLVED THAT**, the Mayor is hereby authorized to effectuate the purchase of herein approved equipment for the amended not to exceed amount of \$197,293.20 through First Priority Vehicles an authorized under HGAC contract AM10-23.

**RESOLUTION #25-24**

**RESOLUTION ACCEPTING THE COMPLETION OF ROAD IMPROVEMENTS  
PROJECT TO VARIOUS STREETS WITHIN VERNON TOWNSHIP**

**WHEREAS**, the Township awarded contracts for the Road Improvement Project for Various Streets (*Cliffwood Lake, Pleasant Valley Drive, Lake Conway & Margaret Lane*) to Riverview Paving, Inc., Campbell Foundry Co. and Road Safety Systems, LLC, awarded by Resolutions #24-190 and #24-193 on June 24, 2024, and

**WHEREAS**, the Road Improvement Project for Various Streets has been completed, and inspected as per the plans and specifications; and

**WHEREAS**, the Township Engineer has submitted a letter dated December 12, 2024 which states that the said contracts have been completed in full and that it is recommended that the Road Improvement Project for Various Streets be accepted by the Township Council.

**NOW, THEREFORE BE IT RESOLVED**, that the Vernon Township Council accept this project identified as Road Improvement Project for Various Streets as final and complete; and

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately upon adoption according to law.

**RESOLUTION #25-25**

**RESOLUTION ACCEPTING THE COMPLETION OF MAPLE GRANGE PARK LOWER  
PARKING LOT RESURFACING PROJECT**

**WHEREAS**, the Township awarded contracts for the Maple Grange Park Lower Parking Lot Project to Riverview Paving, Inc. and Denville Line Painting LLC, awarded by Resolution #23-237 on September 25, 2023 and Resolution #24-92 on June 24, 2024, and

**WHEREAS**, the Maple Grange Park Lower Parking Lot Project has been completed, and inspected as per the plans and specifications; and

**WHEREAS**, the Township Engineer has submitted a letter dated December 12, 2024 which states that the said contracts have been completed in full and that it is recommended that the Maple Grange Park Lower Parking Lot Project be accepted by the Township Council.

**NOW, THEREFORE BE IT RESOLVED**, that the Vernon Township Council accept this project identified as Maple Grange Park Lower Parking Lot Project as final and complete; and

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately upon adoption according to law.

**Resolution #25-26:** Resolution Authorizing the Award of a Required Disclosure Contract with “Lawsoft Inc. for Police Records Management System Fire Cad Software”

Council President Rizzuto asked for a motion to approve resolution #25-26.

MOVED: Buccieri

SECOND: Higgins

A roll call vote was taken:

AYES: Buccieri, DeBenedetto, Higgins, Sparta, Rizzuto

NAYES:

ABSTAIN:

ABSENT:

Motion carries to approve resolution #25-26.

#### **RESOLUTION #25-26**

##### **Resolution Authorizing the Award of a Required Disclosure Contract with “Lawsoft Inc. for Police Records Management System Fire Cad Software”**

**WHEREAS**, the Township of Vernon has a need for police records management system software, through Lawsoft Incorporated, 15 Hamburg Turnpike, Bloomingdale, N.J. as a required disclosure contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

**WHEREAS** the anticipated term of this contract is for the year of 2025, and

**WHEREAS**, Lawsoft Incorporated, in the aggregate is expected to provide more than the pay to play threshold of \$17,500.00; and

**WHEREAS**, Lawsoft Incorporated, has completed and submitted a Business Entity Disclosure Certification and a Personal Contribution Disclosure form which certifies that Law Soft Incorporated has not made any reportable contributions to a political or candidate committee in the *Township of* Vernon in the previous one year, and that the contract will prohibit LawSoft Incorporated from making any reportable contributions through the term of the contract, and

**WHEREAS**, subject to the governing body approving future budgets the Chief Financial Officer hereby certifies that funds NOT TO EXCEED \$28,000.00 are available as follows;

Line Item: 5-01-25-240-20 and 5-01-25-260-20

**NOW, THEREFORE, BE IT RESOLVED**, the Mayor and Council of the Township of Vernon authorizes the Business Administrator to enter into a contract with Lawsoft Incorporated, not to exceed \$28,000.00 for the 2025 budget year; and,

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and Personal Contribution Disclosure form, Determination of Value be placed on file with this resolution.

**Resolution #25-27:** Resolution of the Township of Vernon, County of Sussex, State of New Jersey, Awarding 14-2024 Auto Collision Repair Bid

**Resolution #25-28:** Resolution Appointing Fund Commissioner

Council President Rizzuto asked for a motion to approve resolutions #25-27 to #25-28.

MOVED: DeBenedetto  
SECOND: Higgins

A roll call vote was taken:  
AYES: Buccieri, DeBenedetto, Higgins, Sparta, Rizzuto  
NAYES:  
ABSTAIN:  
ABSENT:

Motion carries to approve resolution #25-27 to #25-28.

**RESOLUTION #25-27**

**RESOLUTION OF THE TOWNSHIP OF VERNON, COUNTY OF SUSSEX, STATE OF NEW JERSEY, AWARDING 14-2024 AUTO COLLISION REPAIR BID**

**WHEREAS**, the Township public advertised and sought bids for Bid#14-2024 Auto Collision Repair Bid, in a fair and open manner, consistent with N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Township received and opened bids on December 12, 2024 at 12:00P.M., wherein the Township received one (1) bid, to wit:

NAME OF BIDDER	VERNON VALLEY AUTO BODY
<b>Class 1-5, light duty trucks, autos and mason dump trucks.</b>	
Body Labor/Hr	\$57.00
Frame Labor/Hr	\$57.00
Paint Labor/ Hr	\$57.00
Paint materials/ Hr	\$35.00
Towing from Vernon Two	\$0.00

;and

**WHEREAS**, the bid submitted by Vernon Valley Auto Body, 3 Warren Drive, Vernon Township, New Jersey, 07462 was determined to be the lowest responsible bidder in accordance with N.J.S.A. 40A:11-4A.

**NOW, THEREFORE BE IT RESOLVED**, by the Vernon Township Council, that:

**The bid submitted by Vernon Valley Auto Body, 3 Warren Drive, Vernon Township, New Jersey, 07462, is hereby awarded in the amounts as follows for a two (2) year contract:**

NAME OF BIDDER	VERNON VALLEY AUTO BODY
<b>Class 1-5, light duty trucks, autos and mason dump trucks.</b>	
Body Labor/Hr	\$57.00
Frame Labor/Hr	\$57.00
Paint Labor/ Hr	\$57.00
Paint materials/ Hr	\$35.00
Towing from Vernon Two	\$0.00

**The Mayor is hereby authorized to execute all contracts and agreements in furtherance of Bid#14-2024 Auto Collision Repair.**

**RESOLUTION #25-28**

**RESOLUTION APPOINTING FUND COMMISSIONER**

**WHEREAS**, the Township of Vernon (hereinafter “Local Unit”) is a member of the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

**WHEREAS**, the Fund’s Bylaws require participating members to appoint a Fund Commissioner;

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Township of Vernon, that Tina Kraus, is hereby appointed as the Fund Commissioner for the Local Unit for the Fund year 2025; and

**BE IT FURTHER RESOLVED** that Donelle Bright, is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the Fund Year 2025; and

**BE IT FURTHER RESOLVED** that the Local Unit’s Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

**Resolution #25-29:** Resolution Appointing Risk Management Consultant

Council President Rizzuto asked for a motion to approve resolution #25-29.

MOVED: Higgins

SECOND: Buccieri

A roll call vote was taken:

AYES: Buccieri, DeBenedetto, Higgins, Sparta, Rizzuto

NAYES:

ABSTAIN:

ABSENT:

Motion carries to approve resolution #25-29.

**RESOLUTION #25-29**

**RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT**

**WHEREAS**, the Township of Vernon (hereinafter “Local Unit”) has joined the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

**WHEREAS**, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the “Fund”; and

**WHEREAS**, the Local Unit has complied with relevant law with regard to the appointment of a Risk Management Consultant; and

**WHEREAS**, the “Fund” has requested its members to appoint individuals or entities to that position.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of “Local Unit”, in the County of Sussex and State of New Jersey, as follows:

1. The Township of Vernon hereby appoints Professional Insurance Associates as its local Risk Management Consultant.
2. The Mayor of the Township of Vernon and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant’s Agreement for the year 2025.

**Resolution #25-30:** Appointing ADA Coordinator

**Resolution #25-31:** Appointment of Public Agency Compliance Officer

Council President Rizzuto asked for a motion to approve resolutions #25-30 to #25-31.

MOVED: Buccieri  
SECOND: DeBenedetto

A roll call vote was taken:  
AYES: Buccieri, DeBenedetto, Higgins, Sparta, Rizzuto  
NAYES:  
ABSTAIN:  
ABSENT:

Motion carries to approve resolutions #25-30 to #25-31.

#### **RESOLUTION #25-30**

##### **APPOINTING ADA COORDINATOR**

**WHEREAS**, every municipality is required to designate an ADA Coordinator; and

**WHEREAS**, the ADA Coordinator's role is to ensure the Township's compliance with the Americans with Disabilities Act.

**NOW THEREFORE BE IT RESOLVED** by the Council of the Township of Vernon that the Township Business Administrator Tina Kraus is hereby appointed as the ADA Coordinator for Vernon Township.

#### **RESOLUTION #25-31**

##### **APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER**

**WHEREAS** pursuant to the provisions of N.J.A.C. 17:27-1 the Township of Vernon is required to designate a Public Agency Compliance Officer on an annual basis; and

**WHEREAS** said Public Agency Compliance Officer shall act as the official liaison for all equal opportunity employment matters in the administration of public contracts; and

**WHEREAS** the Township designates the Township Business Administrator Tina Kraus as the Public Agency Compliance Officer for calendar year 2025;

**NOW THEREFORE BE IT RESOLVED** by the Council of the Township of Vernon that it hereby designates the Township Business Administrator Tina Kraus as the Township's Public Agency Compliance Officer for calendar year 2025; and

**BE IT FURTHER RESOLVED** that the Municipal Clerk shall forward a certified copy of this Resolution to the New Jersey Department of the Treasury Affirmative Action Office as required.

**Resolution #25-32:** Establishing Interest Rates for Delinquent Property Taxes and Assessments

Council President Rizzuto asked for a motion to approve resolution #25-32.

MOVED: Buccieri  
SECOND: Higgins

A roll call vote was taken:  
AYES: Buccieri, DeBenedetto, Higgins, Sparta, Rizzuto  
NAYES:  
ABSTAIN:  
ABSENT:

Motion carries to approve resolution #25-32.

#### **RESOLUTION #25-32**

##### **ESTABLISHING INTEREST RATES**

**FOR DELINQUENT PROPERTY TAXES AND ASSESSMENTS**

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

**WHEREAS**, N.J.S.A. 54:4-67 has been amended to provide an additional penalty of up to six percent (6%) on delinquent taxes and all municipal charges in excess of \$10,000.00 that are not paid prior to the end of the fiscal year; and

**WHEREAS**, this resolution is necessary for efficient and uninterrupted operations of the business of the Tax Collector.

**NOW THEREFORE BE IT RESOLVED** by the Township Council of the Township of Vernon that:

1. The Tax Collector of Vernon Township is authorized to cancel all payments of taxes of \$10.00 or less.
2. That no interest shall be charged if payment of any installment is made within ten (10) days after date upon which the same became payable.
3. That the rate of interest to be charged for nonpayment of taxes on or before they would become delinquent shall be 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum, on any amount in excess of \$1,500.00, and;
4. Interest at the rate of 8% per annum on the unpaid balance of assessment is charged with each installment on due date. Any installment not paid on or before due date is subject to 8% interest, 18% interest over \$1,500.00.
5. A Year End Penalty of 6% is hereby assessed on delinquent tax accounts in excess of the sum of \$10,000.00 if a taxpayer shall fail to make payment in full on the delinquent amount prior to the end of the calendar year in which such taxes shall have accrued and been assessed.
6. That the Chief Financial Officer of the Township of Vernon is hereby authorized to make investments for the Township of Vernon.

**Resolution #25-33:** Designating Meeting Dates of the Township Council for the 2025 Calendar Year

Council President Rizzuto asked for a motion to approve resolution #25-33.

MOVED: DeBenedetto  
SECOND: Buccieri

A roll call vote was taken:  
AYES: Buccieri, DeBenedetto, Higgins, Sparta, Rizzuto  
NAYES:  
ABSTAIN:  
ABSENT:

Motion carries to approve resolution #25-33.

**RESOLUTION #25-33**

**DESIGNATING MEETING DATES OF THE TOWNSHIP COUNCIL FOR THE 2025  
CALENDAR YEAR**

**BE IT RESOLVED**, in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-1 et. seq., the Regular Meetings of the Township Council of the Township of Vernon shall convene on the Second and Fourth Mondays of each Month (except as noted with \* in schedule below) at 6:00 pm (if there is an Executive Session), or at 7:00 pm (if there is no Executive Session). The meetings will be in person at the Vernon Municipal Center, 21 Church Street, Vernon, New Jersey for the following:

**MEETING DATES**

January 15 (Reorganization) and 27	July 14 and 28
February 10 and 24	August 11 and 25
March 10 and 24	September 8 and 22
April 14 and 28	October 16* and 27
May 12 and 29*	November 10 and 24
June 12* and 23	December 8 and 22
January 15, 2026* (Reorganization 6:00 pm)	

**BE IT FURTHER RESOLVED**, that if there is to be an Executive Session, the Township Council shall immediately convene into Executive Session after opening their Regular Meeting at 6:00 pm in order to discuss those matters in executive session from which the public shall be excluded and at 7:00 pm, or as soon thereafter, the public portion of the meeting will recommence. Formal action may be taken at any Council Meeting.

**BE IT RESOLVED** that all Township Council meetings shall be open to the public and public participation will be entertained at all Township Council meetings. There will be a limited period of public comment at the beginning of every meeting where speakers will be limited to three (3) minutes. During the first period for public comment each speaker may speak only on items on the current agenda. The total time for public speaking at the beginning of the meeting is limited to one half hour (30 minutes) to provide the Governing Body sufficient time to complete its work.

**BE IT FURTHER RESOLVED** that there will be a second period of public comment at the end of each Council meeting. Speakers will be limited to five (5) minutes where the public may speak on any topic.

**BE IT FURTHER RESOLVED** that all Notices required by the Open Public Meetings Act shall be published in *The New Jersey Herald/Sunday Herald* and, if needed, in alternate newspapers, *The Advertiser News*, and *The Star Ledger* and shall be posted on the bulletin board in the Municipal Building.

**Resolution #25-34:** Resolution of the Township of Vernon Appointing a Municipal Prosecutor

**Resolution #25-35:** Resolution of the Township of Vernon Appointing an Alternate Municipal Prosecutor

**Resolution #25-36:** Resolution of the Township of Vernon Appointing a Municipal Public Defender

Council President Rizzuto asked for a motion to approve resolutions #25-34 to #25-36.

MOVED: Buccieri

SECOND: Sparta

A roll call vote was taken:

AYES: Buccieri, DeBenedetto, Higgins, Sparta, Rizzuto

NAYES:

ABSTAIN:

ABSENT:

Motion carries to approve resolutions #25-34 to #25-36.

## **RESOLUTION #25-34**

### **RESOLUTION OF THE TOWNSHIP OF VERNON APPOINTING A MUNICIPAL PROSECUTOR**

**WHEREAS**, the Township of Vernon ("Township") has a need for a Municipal Prosecutor; and

**WHEREAS**, pursuant to N.J.S.A. 2B:12-27, a municipality may employ an attorney-at-law as the Municipal Prosecutor under the supervision of the County Prosecutor and that attorney may represent the municipality in any matter within the jurisdiction of the central municipal court and any other municipal court; and

**WHEREAS**, Irene Kim Asbury, Esq. has the necessary experience and qualifications to perform the duties of Municipal Prosecutor; and

**WHEREAS**, N.J.S.A. 40A:11-5 specifically exempts professional services from provision of public bidding as provided in the Local Public Contracts Law; and

**WHEREAS**, the Township deems it in the best interests of the Township to appoint Irene Kim Asbury, Esq. as the Municipal Prosecutor and to enter a non-fair and open contract to provide said services pursuant to the provisions of the Local Public Contract Law, N.J.S.A. 40A:11-1 et seq.; and

**WHEREAS**, Irene Kim Asbury, Esq. will complete and submit a Business Entity Disclosure Certification for Non-Fair and Open Contract which certifies that Irene Kim Asbury, Esq. has not made any reportable contributions to a political or candidate committee in the Township of Vernon in the previous one year and that the contract will prohibit Irene Kim Asbury, Esq. from making any reportable contributions through the term of the contract to a political or candidate committee in the Township of Vernon; and

**WHEREAS**, the Chief Financial Officer has certified that there are sufficient funds available.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Vernon as follows:

1. Irene Kim Asbury, Esq. is hereby appointed as Municipal Prosecutor for one (1) year from January 15, 2025 to January 14, 2026 and the Mayor is authorized to execute a non-fair and open contract with Irene Kim Asbury, Esq. to provide these services.
2. The required Business Entity Disclosure Certification and Political Contribution Disclosure Form shall be provided before execution of the contract and be placed on file with the resolution
3. A copy of this resolution shall be kept on file in the Township Clerk's Office.

#### **RESOLUTION #25-35**

#### **RESOLUTION OF THE TOWNSHIP OF VERNON APPOINTING AN ALTERNATE MUNICIPAL PROSECUTOR**

**WHEREAS**, the Township of Vernon ("Township") has a need for an Alternate Municipal Prosecutor; and

**WHEREAS**, pursuant to N.J.S.A. 2B:12-27, a municipality may employ an attorney-at-law as a Municipal Prosecutor under the supervision of the County Prosecutor and that attorney may represent the municipality in any matter within the jurisdiction of the central municipal court and any other municipal court; and

**WHEREAS**, Steven M. Siegel, Esq. has the necessary experience and qualifications to perform the duties of Alternate Municipal Prosecutor; and

**WHEREAS**, N.J.S.A. 40A:11-5 specifically exempts professional services from provision of public bidding as provided in the Local Public Contracts Law; and

**WHEREAS**, the Township deems it in the best interests of the Township to appoint Steven M. Siegel, Esq as the Alternate Municipal Prosecutor and to enter a non-fair and open contract to provide said services pursuant to the provisions of the Local Public Contract Law, N.J.S.A. 40A:11-1 et seq.; and

**WHEREAS**, Steven M. Siegel, Esq. will complete and submit a Business Entity Disclosure Certification for Non-Fair and Open Contract which certifies that Steven M. Siegel, Esq. has not made any reportable contributions to a political or candidate committee in the Township of Vernon in the previous one year and that the contract will prohibit Steven M. Siegel, Esq. from making any reportable contributions through the term of the contract to a political or candidate committee in the Township of Vernon; and



**WHEREAS**, the Chief Financial Officer has certified that there are sufficient funds available.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Vernon as follows:

1. Steven M. Siegel, Esq. is hereby appointed as Alternate Municipal Prosecutor for one (1) year from January 15, 2025 to January 14, 2026 and the Mayor is authorized to execute a non-fair and open contract with Steven M. Siegel, Esq. to provide these services.
2. The required Business Entity Disclosure Certification and Political Contribution Disclosure Form shall be provided before execution of the contract and be placed on file with the resolution
3. A copy of this resolution shall be kept on file in the Township Clerk's Office.

**RESOLUTION #25-36**

**RESOLUTION OF THE TOWNSHIP OF VERNON  
APPOINTING A MUNICIPAL PUBLIC DEFENDER**

**WHEREAS**, the Township of Vernon ("Township") has a need for a Municipal Public Defender; and

**WHEREAS**, pursuant to N.J.S.A. 2B:24-3, a municipality may employ an attorney-at-law as the Municipal Public Defender; and

**WHEREAS**, John C. Grey, Jr, Esq has the necessary experience and qualifications to perform the duties of Municipal Public Defender; and

**WHEREAS**, N.J.S.A. 40A:11-5 specifically exempts professional services from provision of public bidding as provided in the Local Public Contracts Law; and

**WHEREAS**, the Township deems it in the best interests of the Township to appoint John C. Grey, Jr., Esq. as the Municipal Public Defender and to enter a non-fair and open contract to provide said services pursuant to the provisions of the Local Public Contract Law, N.J.S.A. 40A:11-1 et seq.; and

**WHEREAS**, John C. Grey, Jr., Esq. will complete and submit a Business Entity Disclosure Certification for Non-Fair and Open Contract which certifies that John C. Grey, Jr., Esq. has not made any reportable contributions to a political or candidate committee in the Township of Vernon in the previous one year and that the contract will prohibit John C. Grey, Jr., Esq. from making any reportable contributions through the term of the contract to a political or candidate committee in the Township of Vernon; and

**WHEREAS**, the Chief Financial Officer has certified that there are sufficient funds available.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Vernon as follows:

1. John C. Grey, Jr., Esq. is hereby appointed as Municipal Public Defender for one (1) year from January 15, 2025 to January 14, 2026 and the Mayor is authorized to execute a non-fair and open contract with John C. Grey, Jr., Esq. to provide these services.
2. The required Business Entity Disclosure Certification and Political Contribution Disclosure Form shall be provided before execution of the contract and be placed on file with the resolution
3. A copy of this resolution shall be kept on file in the Township Clerk's Office.

**Resolution #25-37:** Appointments to the Land Use Board

Council President Rizzuto asked for a motion to approve resolution #25-37.

MOVED: Buccieri

SECOND: DeBenedetto

A roll call vote was taken:  
AYES: Buccieri, DeBenedetto, Sparta, Rizzuto  
NAYES:  
ABSTAIN: Higgins  
ABSENT:

Motion carries to approve resolution #25-37.

**RESOLUTION #25-37**

**APPOINTMENTS TO THE LAND USE BOARD**

**BE IT RESOLVED BY THE COUNCIL OF THE TOWNSHIP OF VERNON, COUNTY OF SUSSEX, and STATE OF NEW JERSEY,** as follows:

1. That the following individual is hereby appointed as a member of the Vernon Township Land Use Board for a term specified as follows:

William Higgins	Class III	Term Expiring 1/14/2026
John Auberger	Class I	Term Expiring 1/14/2026
Martin Theobald	Class IV	Term Expiring 1/14/2029
Andrea Cocula	Class IV	Term Expiring 1/14/2029
Paul Mele	Alternate 2	Term Expiring 1/14/2027
Craig Williams	Alternate 3	Term Expiring 1/14/2027

**BE IT FURTHER RESOLVED THAT,** the Township Clerk shall send a certified copy of this resolution to the following:

- a. Land Use Board Secretary

**Resolution #25-38:** Continuation of the Beautification Committee

**Resolution #25-39:** Continuation of the Economic Development Advisory Committee

Council President Rizzuto asked for a motion to approve resolutions #25-38 to #25-39.

MOVED: Buccieri  
SECOND: Sparta

A roll call vote was taken:  
AYES: Buccieri, DeBenedetto, Higgins, Sparta, Rizzuto  
NAYES:  
ABSTAIN:  
ABSENT:

Motion carries to approve resolutions #25-38 to #25-39.

**RESOLUTION #25-38**

**CONTINUATION OF THE BEAUTIFICATION COMMITTEE**

**WHEREAS,** the Council of Vernon Township established a Beautification Committee via resolution 16-66 on February 8, 2016; and

**WHEREAS,** the Council of Vernon Township wishes to continue the Beautification Committee consisting of seven to nine members to be appointed by the Mayor.

**NOW THEREFORE, BE IT RESOLVED,** by the Council of the Township of Vernon, County of Sussex, and State Of New Jersey, as follows:

1. The Beautification Committee established via Resolution No. 16-66 on February 8, 2016 is hereby continued.

**BE IT FURTHER RESOLVED THAT**, the Township Clerk shall send a certified copy of this resolution to the following:

- a. Chairperson of the Beautification Committee

**RESOLUTION #25-39**

**CONTINUATION OF THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE**

**WHEREAS**, the Council of Vernon Township established an Economic Development Advisory Committee via resolution 08-191 on October 9, 2008; and

**WHEREAS**, the Council of Vernon Township expanded the membership of the Economic Development Advisory Committee via resolution 09-88 to include two additional members on May 28, 2009; and

**WHEREAS**, the Council of Vernon Township wishes to continue the Economic Development Committee consisting of seven to eleven members to be appointed by the Mayor.

**NOW THEREFORE, BE IT RESOLVED**, by the Council of the Township of Vernon, County of Sussex, and State of New Jersey, as follows:

1. The Economic Development Advisory Committee established via Resolution No. 08-191 on October 9, 2008 and expanded via Resolution No. 09-88 on May 28, 2009 is hereby continued.

**BE IT FURTHER RESOLVED THAT**; the Township Clerk shall send a certified copy of this resolution to the following:

- a. Chairperson of the Economic Development Advisory Committee

**Resolution #25-40:** Authorizing the Mayor and Municipal Clerk to Sign an Agreement with the County of Sussex for Nutrition Site Premises for Senior Citizens

Council President Rizzuto asked for a motion to approve resolution #25-40.

MOVED: Buccieri

SECOND: Sparta

A roll call vote was taken:

AYES: Buccieri, DeBenedetto, Higgins, Sparta, Rizzuto

NAYES:

ABSTAIN:

ABSENT:

Motion carries to approve resolution #25-40.

**RESOLUTION #25-40**

**AUTHORIZING THE MAYOR AND MUNICIPAL CLERK  
TO SIGN AN AGREEMENT WITH THE COUNTY OF SUSSEX  
FOR NUTRITION SITE PREMISES FOR SENIOR CITIZENS**

**WHEREAS**, Vernon Township has available space in the Senior Citizen Center; and

**WHEREAS**, there is a continuing need for space to offer meals to accommodate approximately 75 senior citizens per day; and

**WHEREAS**, the Township of Vernon has offered, for appropriate compensation, to allow the County of Sussex to utilize a portion of the Senior Citizen facility for the Vernon Nutrition Site Operation project as per attached agreement for the year 2025; and

**WHEREAS**, the agreement is attached hereto and made a part hereof; and

**WHEREAS**, the compensatory amount for the use of this facility is \$27,700.00 for the agreement year.

**NOW, THEREFORE, BE IT ORDAINED** by the Township Council of the Township of Vernon, New Jersey as follows:

1. That the Township Council of the Township of Vernon hereby authorizes and directs the Mayor and Township Clerk to execute the agreement between Vernon Township and the County of Sussex for use of the Vernon Township Senior Citizen Center for the Vernon Nutrition Site Project.
2. A certified copy of this Resolution shall be submitted to the Clerk of Sussex County and Jacquelyne Suarez, the Acting Director of the NJ Division of Local Government Services.

**Resolution #25-41:** Resolution Regarding Dual Enrollment by Township Employees in the New Jersey Municipal Employee Benefits Fund (NJMEBF)

Council Member Buccieri made a motion to table resolution # 25-41, seconded by Council Member Higgins.

A roll call vote was taken:

AYES: Buccieri, Rizzuto

NAYES: DeBenedetto, Higgins, Sparta,

ABSTAIN:

ABSENT:

Motion did not carry to table resolution #25-41.

A motion was made to put resolution #25-41 back on the table by Council Member Sparta, seconded by Council Member Higgins.

Motion was made to table resolution #25-41 by Council President Rizzuto, seconded by Council Member Buccieri.

A roll call vote was taken:

AYES: Buccieri, Rizzuto

NAYES: DeBenedetto, Higgins, Sparta

ABSTAIN:

ABSENT:

Motion did not carry to table resolution #25-41.

Motion was made to put resolution #25-41 back on the floor for consideration by Council Member DeBenedetto, seconded by Council Member Higgins.

A roll call was taken to approve resolution #25-41.

A roll call vote was taken:

AYES: Buccieri, DeBenedetto, Higgins

NAYES: Sparta, Rizzuto

ABSTAIN:

ABSENT:

Motion carries to approve resolution #25-41.

#### **RESOLUTION #25-41**

#### **RESOLUTION REGARDING DUAL ENROLLMENT BY TOWNSHIP EMPLOYEES IN THE NEW JERSEY MUNICIPAL EMPLOYEE BENEFITS FUND (NJMEBF)**

**WHEREAS**, the Township of Vernon participates in the North Jersey Municipal Employee Benefits Fund (“NJMEBF”) to provide health insurance coverage to Township employees; and

**WHEREAS**, in providing health insurance coverage to Township employees through the NJMEBF since 2023, the Township has provided equal or better coverage in comparison to what is available through its prior plan design with the New Jersey State Health Benefits Program (SHBP); and

**WHEREAS**, in providing coverage through the NJMEBF, at all times, the Township has followed the plan design, rules, and regulations applicable to the SHBP’s plan design; and

**WHEREAS**, New Jersey state law prohibits dual enrollment of members of the SHBP, such that the spouse or civil union partner of one SHBP enrollee may not cover the other SHBP enrollee as a dependent, and accordingly prohibits “waiver payments” to the ineligible spouse or civil union partner; and

**WHEREAS**, the Township is formally affirming this policy regarding dual enrollment in the NJMEBF as part of the plan design that is equal to or better than the design of the SHBP.

**NOW, THEREFORE BE IT RESOLVED** by the Council of the Township of Vernon, in the County of Sussex, New Jersey:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.

2. This resolution affirms the policy of the Township that for the purposes of employee enrollment in the NJMEBF, the Township follows the best practices applicable to the SHBP, and that this Resolution shall confirm that the insurance plan design in agreements pursuant to the NJMEBF is equal to or exceeds the insurance plan design set forth in agreements pursuant to SHBP.

3. This also affirms the policy of the Township that dual enrollment by spouses, civil union partners, and dependents of Township employees that are already separately enrolled in the NJMEBF shall be prohibited.

4. This resolution further affirms that Township employees shall not be entitled to “waiver payments” for themselves when enrolled on a spouse’s, parent’s, or civil union partner’s policy, with the exception of those who are willingly waiving coverage with spouses or civil union partners or parents when they have coverage with another provider besides the NJMEBF.

5. All other rules, regulations, and policies applicable to enrollment in and participation by Township employees in the NJMEBF shall remain in full force and effect.

6. All Township officials, including, but not limited to, the Mayor, Township Administrator, and the Municipal Clerk, are hereby authorized and directed to take such ministerial actions as are necessary to effectuate the provisions of this resolution.

**BE IT FURTHER RESOLVED** that this Resolution shall be effective immediately upon adoption by the Township Council.

**Resolution #25-42:** Resolution Authorizing a Grant Application to the New Jersey Department of Community Affairs for the FY 2025 Local Recreation Grant Program

**Resolution #25-43:** Resolution to Adopt a Cash Management Plan-2025

**Resolution #25-44:** Authorizing Signatures on Township Checks Pursuant to N.J.S.A. 40A:5-16

Council President Rizzuto asked for a motion to approve resolutions #25-42 to #25-44.

MOVED: DeBenedetto

SECOND: Buccieri

A roll call vote was taken:

AYES: Buccieri, DeBenedetto, Higgins, Sparta, Rizzuto

NAYES:  
ABSTAIN:  
ABSENT:

Motion carries to approve resolutions #25-42 to #25-44.

**RESOLUTION #25-42**

**RESOLUTION AUTHORIZING A GRANT APPLICATION TO THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FOR THE FY 2025 LOCAL RECREATION IMPROVEMENT GRANT PROGRAM**

**WHEREAS**, Vernon Township’s Master Plan includes recreational facilities to engage the community and to provide recreational opportunities in quality outdoor space; and original plans for Maple Grange Community Park include a Community Gazebo centrally located to act as a hub for all activities and amenities in the park; and

**WHEREAS**, building a venue nestled into the open space at Maple Grange Community Park will give the community a place to gather and socialize; and will expand opportunities for all generations to enjoy outdoor recreation, providing a family friendly place to gather and socialize; and

**WHEREAS**, the construction of a Gazebo in an already developed recreational facility will meet the needs of the community members who are looking for more passive recreation, art and entertainment; and will enable the greatest participation and use of the park offering a wider range of activities, workshops and educational opportunities; and

**WHEREAS**, Vernon thrives as a year-round destination for outdoor enthusiasts of every persuasion. A Community Gazebo not only enhances the lifestyle for residents but is part of a wider effort to capitalize on the Township’s natural assets that contribute to its status as a four-season recreation community. It will bring people to local businesses, encourage shopping and spark the economic pulse; and

**WHEREAS**, the State of New Jersey has recognized these needs; and

**WHEREAS**, in the FY2025 budget, Governor Murphy has allocated \$20 million for the FY2025 Local Recreation Improvement Grant to support improvement and repairs to public recreation facilities; and

**WHEREAS**, the Department of Community Affairs has issued a Request for Proposals to solicit applicants for the FY2025 Local Recreation Improvement Grant; and

**WHEREAS**, a determination has been made that it would be in the best interests of the Township of Vernon to apply for grant funding.

**NOW THEREFORE BE IT RESOLVED** by the Township Council of the Township of Vernon, County of Sussex, State of New Jersey, that the Mayor and the Clerk are hereby authorized to execute and submit a grant application to the Department of Community Affairs for the FY2025 Local Recreation Improvement Grant Program.

**RESOLUTION #25-43**

**RESOLUTION TO ADOPT A CASH MANAGEMENT PLAN-2025**

**BE IT RESOLVED** by the Township Council of the Township of Vernon, County of Sussex, that for the year 2025, the following shall serve as the cash management plan of the Township of Vernon.

1. Cash Management and Investment Objectives

The Township of Vernon has the following objectives.

- A. Preservation of capital.
- B. Adequate safekeeping of assets.
- C. Maintenance of liquidity to meet operating needs.
- D. Investment of assets in accordance with State and Federal Laws and regulations.
- E. Maximize Yield.

## 2. Designation of Official Depositories

The following Government Unit Protection Act approved banks are authorized depositories for deposit of funds:

Provident Bank  
PNC Bank  
JP Morgan Chase Bank  
TD Bank  
Fulton Bank

## 3. Cash Management

A. All funds shall be deposited within 48 hours of receipt in accordance with N.J.S.A. 40A:5-15

B. The Chief Financial Officer shall minimize the possibility of idle cash accumulating in accounts by assuring that any excess amounts not needed to cover expenses or in excess of negotiated compensating balances are kept in interest bearing accounts or promptly swept into the investment portfolio.

C. Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer.

## 4. Permissible Investments

A. Certificates of Deposits.  
B. Savings and Loan Associations and Saving Bank Accounts.  
C. New Jersey Cash Management Plan  
D. Government Money Market Mutual Funds  
E. Local Government Investment Pools, such as MBIA Municipal Investors Service Corporation CLASS  
F. Short-Term Notes Issued to Local Governments and School Districts  
G. Any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments.

## 5. Authority for Investment Management

The Chief Financial Officer is authorized and directed to make investments on behalf of the Township. All investment decisions shall be consistent with this plan and all appropriate regulatory constraints.

## 6. Reporting

The Chief Financial Officer shall report to the Township Council investments in accordance with N.J.S.A. 40A: 5-15.2.

## 7. Audit

The Cash Management Plan shall be subject to annual audit conducted pursuant to N.J.S.A. 40A: 5-14.

## 8. Disposition of Abandoned Property

The Chief Financial Officer shall escheat to the State of New Jersey checks which remain outstanding for more than twelve months after the date of issuance.

### **RESOLUTION #25-44**

#### **AUTHORIZING SIGNATURES ON TOWNSHIP CHECKS PURSUANT TO N.J.S.A. 40A:5-16**

**BE IT RESOLVED** by the Council of the Township of Vernon that the following Township Officials are hereby authorized to sign checks, withdrawal slips or other bank related items with two out of the four below listed principal signatures being required:

Mayor  
Business Administrator  
Chief Financial Officer  
Tax Collector  
Municipal Clerk

**BE IT FURTHER RESOLVED** that signature cards with the signatures of the persons authorized to sign be on file at all banks that presently have Township accounts.

This Resolution shall take effect immediately upon adoption according to law.

**Resolution #25-45:** Adoption of the 2025 Temporary Municipal Budget

Council President Rizzuto asked for a motion to approve resolution #25-45.

MOVED: Buccieri  
SECOND: Sparta

A roll call vote was taken:  
AYES: Buccieri, DeBenedetto, Sparta, Rizzuto  
NAYES: Higgins  
ABSTAIN:  
ABSENT:

Motion carries to approve resolution #25-45.

**Resolution #25-45**

**Adoption of 2025 Temporary Municipal Budget**

**WHEREAS**, The Local Budget Law, N.J.S.A. 40A:4-1 et seq., provides that until the official Annual Budget for the budget year is adopted, a temporary budget not exceeding 26.25% of the total of all appropriations including appropriations for debt service, capital improvement fund, and public assistance must be adopted covering the first quarter of the fiscal year; and

**WHEREAS**, N.J.S.A. 40A:4-1 et seq. further provides that the governing body of a municipality must adopt by resolution within the first thirty (30) days of the budget, by affirmative vote of the full membership of the governing body, a temporary budget; and

**WHEREAS**, the Township Council desires to establish temporary appropriations pursuant to the Local Budget Law; and

**WHEREAS**, total appropriations for the 2024 Annual Budget, exclusive of any appropriations for debt service, capital improvements, and public assistance was \$26,320,923.27; and

**WHEREAS**, the total temporary appropriations for the 2025 Annual Budget, exclusive of any appropriations for debt service, capital improvements, and public assistance is \$6,047,393.25; for a total of \$8,609,480.25;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the Township of Vernon that the attached Schedule ‘A’ entitled “2025 Temporary Budget” is hereby approved.

**SCHEDULE A: 2024 TEMPORARY MUNICIPAL BUDGET**

<b>Account</b>	<b>2025 Temporary Appropriations</b>
GENERAL ADMINISTRATION - S&W	45,500.00
GENERAL ADMINISTRATION - O/E	40,500.00
MAYOR & COUNCIL - S&W	11,815.00
MAYOR & COUNCIL - O/E	1,615.00
CLERK - S&W	52,500.00
CLERK - O/E	10,000.00



FINANCE - S&W	69,000.00
FINANCE - O/E	8,000.00
TECHNOLOGY - O/E	9,500.00
COLLECTION OF TAXES - S&W	46,500.00
COLLECTION OF TAXES - O/E	6,500.00
ASSESSMENT OF TAXES - S&W	62,000.00
ASSESSMENT OF TAXES - O/E	37,000.00
LEGAL SERVICES - O/E	70,000.00
ENGINEERING SERVICES - O/E	7,875.00
ECONOMIC DEVELOPMENT O/E	200.00
ENVIRONMENTAL COMMISSION - S&W	200.00
HISTORIC PRES. COMMISSION - S&W	200.00
HISTORIC PRES. COMMISSION - O/E	200.00
ENVIRONMENTAL COMMISSION - O/E	200.00
BEAUTIFICATION COMMITTEE - O/E	1,800.00
LAND USE BOARD - S & W	47,000.00
LAND USE BOARD - O/E	13,000.00
BUILDING DEPARTMENT - S&W	137,000.00
BUILDING DEPARTMENT - O/E	12,000.00
WORKERS COMP. INSURANCE - O/E	136,000.00
GROUP INSURANCE - O/E	975,000.00
HEALTH BENEFIT WAIVERS	11,000.00
OTHER INSURANCE - O/E	177,187.50
POLICE DEPARTMENT - S&W	1,200,000.00
POLICE DEPARTMENT - O/E	50,000.00
RADIO COMMUNICATIONS - S&W	105,000.00
RADIO COMMUNICATIONS - O/E	2,300.00
911 COMMUNICATIONS - S&W SHD	3,750.00
SRVC	
OEM DEPARTMENT - S&W	3,125.00
OEM DEPARTMENT - O/E	3,375.00
VOLUNTEER EMERGENCY SERVICES	89,250.00
FIRE PREVENTION - S&W	52,500.00
FIRE PREVENTION - O/E	4,562.50
TWP. PROSECUTOR - O&E	8,500.00
ROAD REPAIRS & MAINT. - S&W	401,750.00
ROAD REPAIRS & MAINT. - O/E	350,000.00
RECYCLING S&W	6,500.00
RECYCLING - O/E	4,500.00
BUILDINGS & GROUNDS - S&W	14,125.00
BUILDINGS & GROUNDS - O/E	37,125.00
FLEET MANAGEMENT - S&W	74,250.00
FLEET MANAGEMENT - O/E	84,375.00
ANIMAL CONTROL - S&W	40,400.00
ANIMAL CONTROL - O/E	4,975.00
SEN CITIZENS - S&W	19,500.00
SEN. CITIZENS - ACTIVITIES -O/E	16,312.50
RECREATION - S&W	22,250.00
RECREATION - O/E	18,693.75
MAINTENANCE OF PARKS - S&W	77,500.00
MAINTENANCE OF PARKS - O/E	11,250.00
MUNICIPAL COURT - S&W	50,125.00
MUNICIPAL COURT - O/E	2,150.00
UTILITIES O/E	156,250.00
SEWER UTILITY-SCMUA	700,000.00
SOCIAL SECURITY - O/E	189,000.00
DEFINED CONTRIB RETIREMENT	1,312.50
PROGRA	
MUNICIPAL SERVICES ACT O/E	200,000.00
SHARED SERVICE - ANIMAL CONTROL	21,735.00
SHARED SERVICE - FINANCIAL ADMIN	24,734.50
SHARED SERVICES - SENIOR CITIZENS	6,925.00
<b>2025 TEMP BUDGET IN CAP</b>	<b>6,047,393.25</b>
<b>APPROPRIATIONS</b>	

CAPITAL PURCHASE OF VEHICLES	86,750.00
CAPITAL IMPROVEMENT FUND	100,000.00
PAYM OF BOND PRIN - O/E	2,150,000.00
INTEREST ON BONDS -	225,337.00
MISCELLANEOUS	
<b>2025 TEMP BUDGET O/S CAP APPROPRIATIONS</b>	<b>2,562,087.00</b>
 <b>2025 TEMP BUDGET TOTAL APPROPRIATIONS</b>	 <b>8,609,480.25</b>

**BE IT FURTHER RESOLVED** that the Introduced Official Budget shall serve as the Temporary Budget pursuant to N.J.S.A. 40A:4-19.1 if the Director of the Division of Local Government Services extends the budget dates pursuant to N.J.S.A. 40A:4-5.1.

**Resolution #25-46:** Authorizing Change Order #3 for Vernon Township Pump Station No. 2 Replacement

Council President Rizzuto asked for a motion to approve resolution #25-46.

MOVED: Sparta  
SECOND: DeBenedetto

Council Member Sparta made a motion to table resolution #25-46, seconded by Council Mmeber Higgins.

A roll call vote was taken:  
AYES: Buccieri, DeBenedetto, Higgins, Sparta, Rizzuto  
NAYES: Higgins  
ABSTAIN:  
ABSENT:

Motion carries to table resolution #25-46.

**Resolution #25-47:** Authorizing the Award of Contract for Professional Services

Twp. Planner	5-01-20-100-91	10,000.00
Twp. Engineer	5-01-20-165-41	40,000.00
Qualified Purchasing Agent	5-01-20-100-95	10,500.00
Financial Advisors	5-01-20-130-20	7,000.00
Twp. Auditor	5-01-20-135-91	48,530.00
Twp. Atty - In Rem Frclsr/Rdvlpmnt	5-01-20-155-44	50,000.00
Bond Counsel	5-01-20-155-45	15,000.00
Twp. Atty. – Tax Appeals	5-01-20-155-52	60,000.00
Twp. Atty. – Labor	5-01-20-155-53	50,000.00
Litigation (all attorneys)	5-01-20-155-54	70,000.00
Alt Municipal Prosecutor	5-01-20-155-57	3,000.00
Municipal Prosecutor	5-01-25-275-92	34,000.00
Public Defender	5-01-20-155-51	4,000.00
Public Defender	T-14-56-825-00	6,000.00
Health Benefits Consultant	5-01-23-220-57	70,000.00

Council President Rizzuto asked for a motion to approve resolution #25-47.

MOVED: Buccieri  
SECOND: Higgins

A roll call vote was taken:  
AYES: Buccieri, DeBenedetto, Higgins, Sparta, Rizzuto  
NAYES:  
ABSTAIN:

ABSENT:

Motion carries to approve resolution #25-47.

## **RESOLUTION #25-47**

### **AUTHORIZING THE AWARD OF CONTRACT FOR PROFESSIONAL SERVICES**

**WHEREAS**, there is a need for Professional Services to the Township of Vernon for Attorneys, Auditor, Bond Counsel, Prosecutor, Public Defender, Engineer, Planner, Financial Advisor and Appraisal services and;

**WHEREAS**, N.J.S.A. 40A:11-5 specifically exempts professional services from provisions of public bidding as provided in the Local Public Contracts Law; and

**WHEREAS**, said specified professional services are to be rendered or performed by a person or persons authorized by law to practice a recognized profession, and whose practice is regulated by law within the meaning of N.J.S.A. 40A:11-1 et seq., as amended; and

**WHEREAS**, the performance of said professional services requires knowledge of an advanced field of learning acquired by a prolonged formal course of specialized training and study as distinguished from general academic instruction or apprenticeship and training; and

**WHEREAS**, the Township of Vernon is desirous to enter into an agreement with these professionals as a fair and open contract pursuant to the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., as amended; and

**WHEREAS**, the Chief Finance Officer has certified in writing that the value of the contracts is available for these purposes subject to the adoption of the 2024 Municipal Budget; and

**WHEREAS**, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq., as amended, requires that this Resolution be publicly advertised.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Township of Vernon that they hereby authorize and approve the award of contracts of a Professional Service Contract pursuant to the provisions of the Local Public Contracts Law, N.J.S.A. 40A:20-1 et seq. to provide Services in accordance with the attached Contracts for Professional Services pursuant to a non-fair and open contract to the following:

1. Township Planner – Jessica Caldwell of J. Caldwell and Associates
2. Township Engineer – Cory Stoner of Harold E. Pellow & Associates
3. Qualified Purchasing Agent – Sean Canning, MPA, QPA of The Canning Group
4. Township Financial Advisor – Phoenix Advisors, LLC
5. Township Auditor – Nisivoccia & Company, LLP
6. Special Township Attorney – Redevelopment and In Rem Foreclosures – Matthew Jessup, Esq. of McManimon, Scotland, & Baumann, LLC
7. Township Bond Counsel - Robert Beinfield, Esq. of Hawkins Delafield & Wood, LLP
8. Special Township Attorney: Tax Appeals- Robert McBriar, Esq. of Schenk, Price, Smith & King, LLP
9. Special Township Attorney – Labor – Douglas Steinhardt, Florio Perucci, Steinhardt, Capelli, Tipton & Taylor, LLC
10. Alternate Municipal Prosecutor – Steven M. Siegel, Esq.
11. Municipal Prosecutor – Irene Asbury, Esq.
12. Public Defender – John C. Grey, Esq.
13. Health Benefits Consultant – Frank Covelli, Professional Insurance Associates

**BE IT FURTHER RESOLVED**, that the award of contract shall be contingent upon the completion and receipt of the following:

- (a) A fully-executed professional services contract detailing the scope of services, established fees for said professional services, mandatory Equal Opportunity Language and Affirmative Action Certificate; and
- (b) Receipt of all statutorily mandated “pay to play” political contribution forms pursuant to N.J.S.A. 19:44A-20.4 et seq.; and
- (c) New Jersey Business Registration Certificate; and
- (d) Upon the aforementioned professional being a member in good standing in his respective profession.

**BE IT FURTHER RESOLVED**, that the Mayor and Municipal Clerk are hereby authorized and directed to execute, seal and deliver the attached Contracts for Professional Services on behalf of and in the name of the Township of Vernon and that the Municipal Clerk shall publish the award of contract as required by law with ten (10) days of passage of this Resolution.

## **INTRODUCTION OF ORDINANCE**

**Ordinance #25-01:** Calendar Year 2025 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A: 4-45.14)

Council President Rizzuto asked for a motion to introduce Ordinance #24-01.

MOVED: Buccieri

SECOND: Sparta

A roll call vote was taken:

AYES: Buccieri, Rizzuto, Sparta

NAYES: DeBenedetto, Higgins

ABSTAIN:

ABSENT:

Motion does not carry to approve ordinance #24-01.

## **MAYORAL APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES**

### **Land Use Board**

John Auberger -appointed as Mayor's Designee to one-year Class I term expiring on Jan 14, 2026

Martin Theobald - appointed to 4-year Class IV term expiring on Jan 14, 2029

Andrea Cocula - appointed to 4-year Class IV term expiring on Jan 14, 2029

Paul Mele- appointed to 2-year Alternate#2 term expiring on Jan 14, 2027

Craig Williams - appointed to 2-year Alternate#3 term expiring on Jan 14, 2027

### **Senior Citizen Committee**

Veronika Grundler to unexpired term ending 01/14/2026

### **Economic Development Advisory Committee**

All one-year terms expiring Jan 14, 2026

Bruce Campbell

Evan Kovach

Heidi LeBris

W. James, Jamie, Rickey Jr.

### **Board of Recreation**

All three-year terms expiring Jan 14, 2028

Carolyn Cacace

Ebony Erickson

Tammy Peek

Denise Urbaniak

Patricia Venskus

### **Beautification Committee**

Heidi Lebris - one-year term expiring Jan 14, 2026

### **Environmental Commission**

Barbara Jaggi - appointed to three-year term expiring Jan 14, 2028

**Historic Preservation Commission**

Janet Redyke - appointed to four-year term expiring Jan 14, 2029

**PUBLIC COMMENT (Limited to 5 Minutes On Any Topic)**

Council President Rizzuto asked for a motion to open the meeting to Public Comments.

MOVED: Sparta

SECOND: Buccieri

All members were in favor.

Seeing no members from the public wishing to come forward, Council President Rizzuto asked for a motion to close the meeting to Public Comments.

MOVED: Sparta

SECOND: Buccieri

All members were in favor.

**COUNCIL COMMENTS**

Council Member Higgins was happy with his first year in office and he appreciates the work that goes into the agendas. Council Member Higgins would like to see the video cameras show more of the people speaking. Council Member Higgins commented that the Business Administrator is always at the meetings and he would like the CFO at the meeting to answer financial questions.

Council Member DeBenedetto apologized for asking a question at the beginning of the meeting. Council Member DeBenedetto explained that if she was at the November meeting where the vouchers were voted on, she would have voted no.

Council Member Sparta looks forward to another year of progress and he thought we had a very good year last year. He feels that the budget process went well last year between the Council, Mayor, Business Administrator and the CFO but he also feels that this year will be more difficult. Council Member Sparta said that his patience is wearing thin with the Legends deal. He hopes that there is progress in the next few weeks.

Council Member Buccieri wanted to recognize all of the volunteers. She feels that we have a great community with a lot of people who care about their community. Council Member Buccieri is looking forward to a good year. She feels that we have had a lot of progress and many accomplishments in the last year. Council Member Buccieri is also disappointed with the progress of Legends and she looks forward to talking about it in the future.

**COUNCIL PRESIDENT COMMENTS**

Council President Rizzuto thanked the Council for supporting him and voting for him for Council President. As far as moving some of the projects along Council President Rizzuto feels that we are looking at a changing macro-economic environment. He believed that the Development Attorney will be presenting to the Council some documents and decisions can be made off of them because there are timelines that have to be met. Council President Rizzuto would like to have budget hearings in the near future.

**ADJOURNMENT**

At 8:36 pm Council Member Higgins made a motion to adjourn the Reorganization meeting.  
Seconded by Council Member Sparta.

All were in favor.

Respectfully submitted,

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Marcy Gianattasio, RMC, CMR  
Municipal Clerk

\_\_\_\_\_  
Patrick Rizzuto,  
Council President

Minutes approved: February 10, 2025