



## **VERNON TOWNSHIP COUNCIL MEETING AGENDA**

**JANUARY 15, 2026**

**5:00 PM EXECUTIVE SESSION**

**1. CALL TO ORDER**

**2. STATEMENT:** Adequate notice of this meeting has been provided to the public and the Press on January 19, 2025 and was posted on the bulletin board in the Municipal Building in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-7.

**3. ROLL CALL**

**4. EXECUTIVE SESSION – Resolution #26-43 – Resolution to Enter into Executive Session (CFO)**

**VERNON TOWNSHIP**

**RESOLUTION #26-43**

**RESOLUTION TO ENTER INTO AN EXECUTIVE SESSION**

**WHEREAS**, the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, this public body is of the opinion that such circumstances presently exist; and

**WHEREAS**, the Governing Body wishes to discuss:

- ☐ Matters made confidential by state, federal law or rule by court
- ☐ Matters in which the release of information would impair the right to receive funds from the Government
- ☐ Matters involving individual privacy
- ☐ Collective bargaining
- ☐ Purchase, lease or acquisition of real property with public funds, setting of bank rates, investment of public funds if disclosure would harm the public interest
- ☐ Public safety
- ☐ Attorney-Client privilege
- ☐ Pending, ongoing or anticipated litigation or negotiation contracts
- ☒ Personnel matters (CFO)
- ☐ Civil penalty or loss of license

Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

**CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 5:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						



**VERNON TOWNSHIP COUNCIL  
REORGANIZATION MEETING AGENDA**

**JANUARY 15, 2026 at 6:00 PM**

**1. CALL TO ORDER**

**2. STATEMENT:** Adequate Notice of this Reorganization Meeting was provided to the public and the press on January 19, 2025 and was posted at the Municipal Building in accordance with the Open Public Meetings Act, N.J.S.A.10:4-7.

**3. SALUTE TO THE FLAG**

**4. ROLL CALL**

**5. SWEARING IN COUNCIL MEMBER PATRICK RIZZUTO**

**6. SWEARING IN COUNCIL MEMBER SANDRA OOMS**

**7. SWEARING IN COUNCIL MEMBER CARL CONTINO**

**8. SWEARING IN FIRE DEPARTMENT CHIEFS AND DEPUTIES**

Township Fire Commissioner -John Cosh  
Deputy Commissioner - Jeff Anderson

Vernon Fire Department  
Chief- Kevin Cooke  
Deputy Chief- Tim Davis

Mcafee Fire Department  
Chief- Mike Passaro  
Deputy Chief- Dan Gros

Highland Lakes Fire Department  
Chief- Scott Semchesyn  
Deputy Chief - Karen Thomas

Pochuck Valley Fire Department  
Chief- John Cosh  
Deputy Chief- Brian Enering

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

**9. MAYOR COMMENTS**

**10. OUTGOING COUNCIL PRESIDENT COMMENTS**

**11. COUNCIL PRESIDENT NOMINATIONS & SELECTION**

**12. COUNCIL VICE PRESIDENT NOMINATIONS & SELECTION**

**13. INCOMING COUNCIL MEMBER COMMENTS**

**14. INCOMING COUNCIL PRESIDENT COMMENTS**

**15. PUBLIC COMMENTS (On Current Agenda Items Only)**

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

**17. APPROVAL OF MINUTES**

December 8, 2025 – Executive Session  
December 8, 2025 – Regular Meeting  
December 29, 2025 – Special Meeting

**18. CONSENT AGENDA**

**Resolution #26-01:** Designating of Official Newspaper for 2026

**Resolution #26-02:** Reauthorizing Petty Cash Funds for Calendar Year 2026

**Resolution #26-03:** Authorizing a Contract with Munidex to Maintain the Township's Vital Statistic Software for 2026

**Resolution #26-04:** Resolution of the Township Council of the Township of Vernon, County of Sussex, and State of New Jersey Appointing Deputy Custodians of Records

**Resolution #26-05:** Authorizing the Award of a Contract for 2026 Between A & E Clothing and the Township of Vernon to Locate Clothing Donation Bins at the Municipal Recycling Center

**Resolution #26-06:** 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 #26-07:** 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 #26-08:** 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 #26-09:** 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 #26-10:** 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

**Resolution #26-11:** 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 #26-12:** Resolution of the Township of Vernon, County of Sussex, State of New Jersey, Granting Authority for Approval of Certain Purchases in Excess of the Bid Threshold Through New Jersey State Contracts and/or Purchasing Cooperatives for 2026

**Resolution #26-13:** Granting Authority for Approval of Certain Purchases Through New Jersey State Contracts and/or Purchasing Cooperatives for 2026

**Resolution #26-14:** Governor’s Council on Substance Use Disorder Fiscal Grant Cycle July 2027 – June 2031

**Resolution #26-15:** Authorizing the Mayor and Municipal Clerk to Sign an Agreement with the County of Sussex for Nutrition Site Premises for Senior Citizens

**Resolution #26-16:** Appointing ADA Coordinator

**Resolution #26-17:** Appointment of Public Agency Compliance Officer

**Resolution #26-18:** Establishing Interest Rates for Delinquent Property Taxes and Assessments

**Resolution #26-19:** Continuation of the Beautification Committee

**Resolution #26-20:** Continuation of the Economic Development Advisory Committee

**Resolution #26-21:** Approving a Solicitor's Permit – Archtop Fiber

**Resolution #26-22:** Approving a Solicitor's Permit – Archtop Fiber

**Resolution #26-23:** Approving a Solicitor's Permit – Archtop Fiber

**Resolution #26-24:** Designating Meeting Dates of the Township Council for the 2026 Calendar Year

**Resolution #26-25:** Authorizing the Award of a Required Disclosure Contract with “Special Data Logic” for Permitting / Licensing Software

**Resolution #26-26:** Resolution to Adopt a Cash Management Plan-2026

**Resolution #26-27:** Authorizing the Continuation of Award of Contract for Professional Services

**Resolution #26-28:** Resolution Adopting Temporary Budget for the Township of Vernon Temporary Budget Appropriation for Year 2026

**Resolution #26-29:** Resolution Authorizing Vernon Township to Execute a Shared Service Agreement Between the Township of Vernon and the Vernon Township Municipal Utilities Authority for the Provisions of Financial Clerical Support Services

**Resolution #26-30:** Resolution Authorizing the Township of Vernon to Execute a Shared Service Agreement Between the Township of Vernon and the Vernon Township Municipal Utilities Authority for the Provision of DPW Services

**Resolution #26-31:** Resolution Authorizing the Execution of a Shared Service Agreement with the Township of Vernon for the Provision of Snowplowing Services on an as Needed Basis

**Resolution #26-32:** Authorizing Signatures on Township Checks Pursuant to N.J.S.A. 40A:5-16

**Resolution #26-33:** Resolution Authorizing the Award of a Required Disclosure Contract with “Lawsoft Inc. for Police Records Management System Fire Cad Software”

**Resolution #26-34:** Resolution to Appoint a Council Member Liaison for Development Matters in Vernon Township

**Resolution #26-35:** Resolution Appointments to the Vernon Township Municipal Utility Authority

**Resolution #26-36:** Resolution of the Township of Vernon Appointing a Municipal

Prosecutor

**Resolution #26-37:** Resolution of the Township of Vernon Appointing an Alternate Municipal Prosecutor

**Resolution #26-38:** Resolution of the Township of Vernon Appointing a Municipal Public Defender

**Resolution #26-39:** Authorizing the Vernon Township Council to Approve a Person-to-Person Transfer of Liquor License #1922-33-001-004

**Resolution #26-40:** Appointment to the Land Use Board

**Resolution #26-41:** Resolution Authorizing Appointment of a Chief Financial Officer for Vernon Township

**Resolution #26-42:** Authorizing the Award of Contract for Professional Services

<b><u>Service:</u></b>	<b><u>Account #:</u></b>	<b><u>Amount:</u></b>
Twp Attorney	6-01-20-100-91	75,000.00
Twp. Planner	6-01-20-100-91	10,000.00
Twp. Engineer	6-01-20-165-41	40,000.00
Qualified Purchasing Agent	6-01-20-100-95	10,500.00
Financial Advisors	6-01-20-130-20	7,500.00
Twp. Auditor	6-01-20-135-91	60,000.00
Twp. Atty - In Rem Frclsr/Rdvlpmnt	6-01-20-155-44	50,000.00
Bond Counsel	6-01-20-155-45	15,000.00
Twp. Atty. – Tax Appeals	6-01-20-155-52	60,000.00
Twp. Atty. – Labor	6-01-20-155-53	50,000.00
Litigation (all attorneys)	6-01-20-155-54	70,000.00
Alt Municipal Prosecutor	6-01-20-155-57	3,000.00
Municipal Prosecutor	6-01-25-275-92	36,000.00
Public Defender	6-01-20-155-51	4,000.00
Public Defender	T-14-56-825-00	6,200.00
Health Benefits Consultant	6-01-23-220-57	70,000.00
Appraisal Services	6-01-20-150-37	10,000.00

## 19. INTRODUCTION OF ORDINANCE

**Ordinance #26-01:** Calendar Year 2026 Model Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A: 4-45.14)

**Ordinance #26-02:** Ordinance of the Township of Vernon, County of Sussex, State of New Jersey, Releasing, Extinguishing and Vacating the Rights of the Public in a Portion of Block 436, Lot 22, Burgher Road.

**Ordinance #26-03:** Ordinance Extending Lease Agreement Between the Vernon Township Board of Education and the Township of Vernon, and Sub-Lease Agreement Between the Township of Vernon and the Dog Owners Gathering Society of Vernon Township Inc., For Certain Unimproved Real Estate Identified on the Official Tax Maps of the Township of Vernon as Block 308 Lot 2 (Old Block 133, Lot 2.05)

**Ordinance #26-04:** An Ordinance to Amend Chapter 250, Entitled “Fees and Escrows” of the Code of the Township of Vernon, Sussex County, New Jersey

**20. MAYORAL APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES**

Beautification Committee  
Board of Recreation  
Economic Development Advisory Committee  
Environmental Commission  
Land Use Board  
Senior Citizen Committee

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

**22. MAYOR COMMENTS**

**23. COUNCIL COMMENTS**

**24. COUNCIL PRESIDENT COMMENTS**

**25. ADJOURNMENT**



**TOWNSHIP OF VERNON**

**RESOLUTION #26-01**

**DESIGNATION OF OFFICIAL NEWSPAPER FOR 2026**

**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.

**WHEREAS**, P.L. 2025, c. 72 requires that starting March 1, 2026, municipalities publish their public notices on the municipal website; and

**THEREFORE, BE IT RESOLVED** the Township of Vernon, County of Sussex, public notices will be available at <https://www.vernontwp.com/index.php/government/legal-notices> starting March 1, 2026, in compliance with P.L. 2025, c. 72.

**THEREFORE, BE IT FURTHER 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 2026 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 until March 1, 2026 after which public notices will be available on the Vernon Township website at <https://www.vernontwp.com/index.php/government/legal-notices> in compliance with P.L. 2025, c. 72.

This resolution shall take effect immediately.

**CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

---

Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

**TOWNSHIP OF VERNON**

**RESOLUTION #26-02**

**REAUTHORIZING PETTY CASH FUNDS FOR CALENDAR YEAR 2026**

**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 2026 as follows:

<b>Department</b>	<b>Custodian</b>	<b>Amount Authorized</b>
DPW	Howard Lazier	\$100.00
Finance	Tina Kraus	\$100.00
Police	Daniel B. Young	\$500.00

**NOW, THEREFORE 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.

**CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

**TOWNSHIP OF VERNON**

**RESOLUTION #26-03**

**AUTHORIZING A CONTRACT WITH MUNIDEX TO MAINTAIN THE  
TOWNSHIP'S VITAL STATISTIC SOFTWARE FOR 2026**

**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., 216 Stelton Road, Suite A1, Piscataway, NJ 08854; and

**WHEREAS**, the cost for this annual maintenance contract is \$740.00 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 #6-01-20-120-20.

**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 2026 to maintain the Township's vital statistic software in an amount of \$740.00; and

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

**CERTIFICATION OF FUNDS**

Amount: \$740.00

Account: #6-01-20-120-20

CFO Signature: \_\_\_\_\_

Subject to Adoption of 2026 Municipal Budget

**CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						



## ACCEPTANCE FORM

December 8, 2025

Enclosed please find your *Software License Agreement* for the Year 2026. The attached will serve as your invoice. In addition to the agreement is the inventory worksheet detailing your current Munidex software modules and invoice. All signed agreements with payments received in our office by January 30, 2026 will be eligible for a 10% discount on the software.

Please sign a copy of this letter and return it with your Purchase Order / Payment by the January 30, 2026 deadline. In case the worksheet does not reflect correctly your current software usage, please call us so we can make the appropriate changes. All completed forms/ purchase orders can be emailed to [finance@munidex.com](mailto:finance@munidex.com), faxed to (732) 909-2001, or mailed to our address below:

Munidex, Inc.  
216 Stelton Road, Suite A1  
Piscataway, New Jersey 08854

Usage of the Software and Support will be provided in accordance with the Agreement, if accepted. If you have any immediate questions, please do not hesitate to call our finance department at (201) 291-1000, option #4. We look forward to working with you and your staff during the coming year.

Munidex now offers clients the opportunity to make maintenance contract payments using Online Payments. If your municipality would like to take advantage of this option, please contact us.

Yours truly,

Fred Hannaham, Director of Operations

Enclosures

Accepted: \_\_\_\_\_  
Name: \_\_\_\_\_  
Municipality: \_\_\_\_\_

FYI: According to LFN 2008-16 <http://www.state.nj.us/dca/lgs/lfn/08lfn/2008-16.doc>

"There are several approaches that local units may use to procure IT services.

First, is an exception to public bidding for maintenance and support of proprietary computer systems in the Local Public Contracts Law [N.J.S.A. 40A:11-5(1)(dd)]. The use of this exception is limited to "proprietary," meaning that only a single vendor (usually the developer of a specialized system or their authorized agent) is capable of doing the work."

**2026 MUNIDEX INC  
SOFTWARE LICENSE AGREEMENT**

This license agreement refers only to the MUNIDEX proprietary software systems.

**DESCRIPTION OF ITEMS**

Annual software support, upgrades to the program, Technical Support (Phone, online, or onsite visit).

**SERVICES INCLUDED**

Telephone, Fax, e-mail, Written Inquiries and Internet based support in solving product related problems.

**TERMS**

Support of "off-the-shelf" or third-party software interfaces/integrations and or products is specifically not covered by this agreement. MUNIDEX will describe how to use its VFP modules and system as applicable.

Support of the web browsers, any kind of operating system or computer hardware, and printer/validator "peripheral equipment" is not covered by this agreement.

Software program changes required by law or changes that require substantial alteration of the module or system are specifically not covered under this contract nor is training, and implementation.

**CONDITIONS**

User must maintain daily backups in the prescribed MUNIDEX method. At a minimum seven backups of media must be maintained. The user must keep five backups (one for each day of the week), and one as of the first of the current month, and one as of the first of the prior month. If these procedures are not followed, additional charges above and beyond normal data restoration will be billed at the state contract hourly rates.

The supported individual is required to be a trained user, with a minimum of one day of MUNIDEX training. Other staff members may receive support at regular billing rates.

The paragraph of the license agreement expressly limiting MUNIDEX's liability for use of its software is hereby incorporated by reference into this license agreement. In no event shall Munidex be liable for any direct, indirect, incidental, special, or consequential damages for loss of revenue, data or data use incurred by you or any third party, whether in an action in contract or tort, arising from your access to or use of the application or any content provided on or through the application. Each party holds the other harmless and provides the necessary indemnification, and the losses shall be limited to the value of the contract.

**UPDATES**

MUNIDEX will make available periodic updates to any covered MUNIDEX software system module as developed.

## **FEE SCHEDULE (VFP)**

On-site Service is available at the following rates:

Finance Subject Matter Expert	\$345 per hour or portion thereof
Tax Subject Matter Expert	\$345 per hour or portion thereof
Software Architect	\$295 per hour or portion thereof
Project Manager	\$250 per hour or portion thereof
Technical Consultant	\$200 per hour or portion thereof
Programming Services (Includes custom reporting systems)	\$180 per hour or portion thereof
Security Analyst	\$160 per hour or portion thereof
Training Specialist	\$135 per hour or portion thereof
Data Entry	\$125 per hour or portion thereof

Travel time will be billed at the hourly rates as listed above. (Minimum of 1 hour per visit).

## **DISPUTE RESOLUTION AGREEMENT**

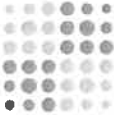
It is the intention of MUNIDEX and Customer to enter an arrangement whereby MUNIDEX, Inc. will provide regular goods, service and support to Customer. It is understood that Customer may not have in-house experts in the areas where MUNIDEX provides goods, service, and support. If Customer disputes the payment of bills for goods, service and support, Customer and MUNIDEX agree to submit to binding arbitration of the AAA or other recognized Arbitration body.

Furthermore, it is understood that the use of the systems provided require extensive training. MUNIDEX shall not be responsible for problems, errors, omissions, and other computer errors that are the result of change of Customer personnel, or use of the system by Customer personnel who have not had adequate training.

## **PERIOD OF AGREEMENT**

This contract is binding to both parties under the laws of the State of New Jersey for the dates indicated on the acceptance form and/or voucher. No proration of payments will apply and payments are due for the dates indicated on the acceptance form. Our "Acceptance Form" signed by Customer or payment shall constitute acceptance of this contract. Payment must be received by our office within (30) days of the start of this license agreement.

The software license agreement covers the MUNIDEX systems listed in the addendum for the dates indicated on the acceptance form and/or voucher.



**MUNIDEX**  
powered by **ZenGov**  
**MUNIDEX, INC.**  
**216 STELTON ROAD, SUITE A1**  
**PISCATAWAY, NJ 08854**  
**201-291-1000**

**YEAR 2026**  
**SOFTWARE LICENSE CONTRACT**

**www.munindex.com**  
**finance@munindex.com**

Vernon Twp.  
Clerk's Office  
21 Church Street  
Vernon, NJ 07462

Vernon Twp.		
Item Description	Period Covered	Price
VITAL STATISTICS		
	Calendar Year	\$740
		<u>\$740</u>



## **TOWNSHIP OF VERNON**

### **RESOLUTION #26-04**

#### **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.

#### **CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

---

Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

# **TOWNSHIP OF VERNON**

## **RESOLUTION #26-05**

### **AUTHORIZING THE AWARD OF A CONTRACT FOR 2026 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, 2026; 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.

### **CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

---

Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						



# A&E Clothing Corp.

17 Thomas J Rhodes Industrial Dr.  
Hamilton Township, NJ 08619

p: 732.802.8100  
f: 732.396.9277

This contract agreement is made on 12/19/2025

Between

**A&E CLOTHING CORPORATION**

Herein designated as the "Lessee / Tenant"

And

TOWNSHIP OF VERNON

(Owner Name)

21 CHURCH STREET, VERNON, NJ 07462

(Owner Address)

Herein designated as the "Property Owner / Landlord"

1. **Services.** The property Owner agrees to provide space for 4 clothing bin(s) which will be situated at the address below in a visible spot. The bin(s) will be operated by A&E Clothing to provide a timely and orderly service.

21 CHURCH STREET, VERNON, NJ 07462

(Bin location address)

TINA KRAUS

(Contact Person name and phone number)

2. **Term.** The term of this agreement starts on 01/01/2026 The contract may be cancelled by either party with a 30 days' notice.
3. **Exclusivity Clause.** The property owner may not place clothing bins from another company on the property if the contract is in force.
4. **Payments.** The check for \$240 will be issued and mailed before the 10<sup>th</sup> day of each month.

VERNON TOWNSHIP

(Check payable to)

SAME AS ABOVE

(Mailing address)

4. **Signatures.** The tenant and the Landlord agree to the terms of the contract.

[Signature]  
A&E Clothing Corp Representative

12/19/2025  
Date

[Signature]  
Property Owner/ Landlord

# TOWNSHIP OF VERNON

## RESOLUTION #26-06

### 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.

### CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

### VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

**TOWNSHIP OF VERNON**

**RESOLUTION #26-07**

**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.

**CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

# TOWNSHIP OF VERNON

## RESOLUTION #26-08

### 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.

### CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

### VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						



## TOWNSHIP OF VERNON

### RESOLUTION #26-09

#### 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.

### CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

### VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

# TOWNSHIP OF VERNON

## RESOLUTION #26-10

### 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.

## CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

### VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

## **TOWNSHIP OF VERNON**

### **RESOLUTION #26-11**

#### **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.

#### **CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

#### **VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

## TOWNSHIP OF VERNON

### RESOLUTION #26-12

#### RESOLUTION OF THE TOWNSHIP OF VERNON, COUNTY OF SUSSEX, STATE OF NEW JERSEY, GRANTING AUTHORITY FOR APPROVAL OF CERTAIN PURCHASES IN EXCESS OF THE BID THRESHOLD THROUGH NEW JERSEY STATE CONTRACTS AND/OR PURCHASING COOPERATIVES FOR 2026

**WHEREAS**, a need exists for the acquisition of various goods and services contained within cooperative contracts and over the bid threshold as aggregation of commodities, for the daily operations of the Township of Vernon; and

**WHEREAS**, the Township of Vernon may, without advertising for bids, purchase such materials through the New Jersey State Purchase and Property State Contracts and other approved Regional Cooperative Purchasing Systems of which the Township of Vernon is a member, pursuant to N.J.S.A. 40A:11-11, N.J.S.A. 40A:11-12, and N.J.A.C. 5:34-7.29 et. Seq., and

**WHEREAS**, under the state cooperative contract, or designated regional cooperative contract award, the following vendors hold valid cooperative contracts in accord with the New Jersey Local Publics Contract Law.

Vendor	Contract #	Source Co Op	Description	Expiration
Advanced Auto Parts	R-LD-23013-01	Omnia	Auto Parts	10/31/2028
Amazon	#RTC- 17006	Omnia	General merchandise	1/31/2026
American Hose & Hydraulic	40866	NJ State	T0126 - OEM & NON-OEM MAINTENANCE & REPAIR SERVICES FOR LIGHT/MEDIUM DUTY VEHICLES	3/17/2026
Applied Concepts, Inc, dba Stalker Radar	17-FLEET-00726	NJ State	T0106 - Law Enforcement Firearms Equipment and Supplies	5/14/2026
Atlantic Salt	BC-BID-24-48	Bergen	Roadway Rock Salt	9/30/2026
AXON Enterprises	17-FLEET-00738	T0106	Police Equipment/ Tasers	5/14/2026
Fox Fence	BC 24-07	Bergen Co Op	Fencing	3/19/2026
CDW	ESCNJ/AEPA-22G		Technology Supplies & Services	5/24/2026
Campbell Freightliner LLC, Gabrielli, Hudson, MTE, On-Site, WE Timmerman	24-36	Bergen Co Op	Large vehicle repair	12/3/2026
Cintas Corporation	99297	Bergen	NOI - Facilities Management Products and Solutions – Uniform Rentals	10/31/2026
Continental Fire & Safety	17-FLEET-00802	T0790	Firefighter Protective Clothing and Equipment	6/14/2026
CONTINENTAL FIRE & SAFETY INC New Jersey Fire Equipment	17-FLEET-00805		FIREFIGHTER GEAR	6/14/2026

Co Tasc Fire Apparatus Inc. Globe Manufacturing Company LLC State Line Fire & Safety Inc MUNICIPAL EMERGENCY SERVICES Witmer Public Safety Group Inc. AAA Emergency Supply Co Inc				
Custom Bandag (Goodyear Tire & Rubber Co.)	socCC- CC-0016- 23		Tires, Tubes and Services	6/22/2026
Dell	20-TELE-01510	M0003	Software License & Related Service	5/24/2026
Dell	<a href="#">24-TELE-71883</a>	M0483	Computer Equipment and Peripherals	6/30/2026
Eagle Point Gun	17-FLEET-00721	T0106	Law Enforcement Firearms Equipment and Supplies	5/31/2026
East Coast Emergency Lighting	23-FLEET-68813	NJ State	T0106 - Law Enforcement Firearms Equipment and Supplies	3/31/2027
East Coast Salt Distribution	24-49	Bergen	Bagged Ice melt Products	4/30/2026
ELITE EMERGENCY SERVICES	17-FLEET-00749		EMERGENCY LIGHTING AND OTHER VEHICLE ACCESSORIES	5/14/2026
Ex Tech Building Materials	Sussex		Calcium Chloride De-Icing Chemicals (Sussex County Cooperative)	9/21/2026
Firefighter One LLC	17-FLEET-00807	T0790	Police Security Equipment and Supplies	6/14/2026
Firefighter One LLC	17-FLEET-00734	T-0106	Police Security Equipment and Supplies	5/14/2026
Firefighter One LLC HAIX north america All Hands Fire Equipment Witmer Public Safety Group Inc. Skylands Area Fire Equipment & Training LLC DiVal Safety & Equipment	17-FLEET- 00809/00810/ 00810	NJ State	T0790 Firefighter Protective Clothing and Equipment	6/14/2026
Foveonics	ESCNJ 22/23-11	ESCNJ	Document Imaging	6/30/2026
Gabrielli Truck Sales	97568		BC-BID-21-60 - Automotive Parts and Accessories - COOP	8/13/2026
Goosetown Communications	BID - CK04 COOP	Bergen Co op	Vehicle upfitting	Jan 2026
Goosetown Enterprises	83892	NJ State	T0109 - RADIO COMMUNICATION EQUIPMENT AND ACCESSORIES	4/30/2026
Home Depot/ Lowes	<a href="#">18-FLEET-00234</a>	NJ State	Hardware and buildin supply	12/31/2026
Majestic Oil	19-FOOD-01098	NJ State	T1845 Ultra-Low Sulfur Diesel and Biodiesel Fuel	04/01/2020 03/31/2026
Majestic Oil	19-FLEET-00972	NJ State	T0083 Unleaded Automotive Gasoline	11/01/2019- 10/31/2026
Millennium Strategies	120904	Bergen	BC-RFP-22-008 - Grant Writing Services Coop	6/14/2026

Morton Salt	CONTRACT #3: ROCK SALT & CALCIUM CHLORIDE		MCCPC	10/31/2026
Morton Salt	Sussex		Rock Salt	5/31/2026
Motorola Solutions	83909	T0109	Radio Communications Equipment and Accessories	4/30/2026
Motorola Solutions	83925	T0109	Radio Communications Equipment and Accessories	4/30/2026
Motorola Solutions	23-FLEET-33791	T0106	Law Enforcement Firearms Equipment and Supplies	5/31/2026
Municipal Emergency Services	17-FLEET-00818	T0790	Firefighter Protective Clothing and Equipment	6/2026
North Church Gravel	Sussex		Ice Control Material (Snow Grits) (Sussex County Cooperative)	9/10/2026
NORTHEAST COMMUNICATIONS	83898	T0109	RADIO COMMUNICATIONS	4/30/2026
Rapid Pump & Meter		Bergen	BC-BID-21-13 - Pump and Meter Repair Services - Catalog - COOP	10/18/2026
Rapid Pump & Meter		Bergen	BC-C-23-017 24 MONTH ELECTRICAL AND MECHANICAL SERVICE CONTRACT	10/19/2026
Riverview Paving	Sussex		2024 Sussex County Road Resurfacing - Sussex County Cooperative	11/25/2026
SHI International	New Jersey Cooperative Purchasing Alliance	CK-04/ BC Bid 22-24	Computer equipment, software and peripherals	6/1/2026
STAVOLA CONSTRUCTION MATERIALS, INC	Sussex		Bituminous Concrete Aggregates & Broken Stone (Sussex County Cooperative)	4/27/2026
Tony Sanchez Ltd	83906		T2108 - MAINT. & REPAIR FOR HEAVY DUTY VEHICLES (CLASS 5 OR HIGHER, OVER 15,000 LB GVWR)	11/20/2026
Tree King Inc	MCCPC # 18		Tree Removal and Brush Grinding	12/31/2026
WB Mason	ESCNJ 21/22-22	ESCNJ	Office Supplies	1/31/2026
WB Mason	33-OCCPS-2024- 003	Stafford	Office supplies	8/31/2026
WB Mason	24-COMG-78752	State Contract	T0052 Office Supplies and Recycled Copy Paper Statewide	2/28/2027
Rachle Micheles	Gasoline, Diesel, Fuel Oil: Bergen County Coop	Bergen	23-34	Mar 2nd 2026,
National Fuel Oil	Contract #12: #2 Ultra Low Sulfur Diesel Fuel	MCCPC	Diesel	12/31/2026
Riggins	Contract #12: #2 Ultra Low Sulfur Diesel Fuel	MCCPC	Diesel	12/31/2026
SJ Fuel South Company Inc	CONTRACT #1: MOTOR	MCCPC	Gasoline	12/31/2026

	GASOLINE			
Petroleum Traders Inc	CONTRACT #1: MOTOR GASOLINE	MCCPC	Gasoline	12/31/2026

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

1. The Qualified Purchasing Agent (QPA) upon receipt of an identified need and direction from the Township is hereby authorized to approve purchases in the aggregate over the bid threshold from the list of approved cooperative contract, through New Jersey State Contracts and/or Purchasing Cooperatives to which the Township of Vernon is a member without further action from Council, provided that funds are available to cover the expenditure.

#### **CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

#### **VERNON TOWNSHIP COUNCIL**

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						



## **TOWNSHIP OF VERNON**

### **RESOLUTION #26-13**

#### **GRANTING AUTHORITY FOR APPROVAL OF CERTAIN PURCHASES THROUGH NEW JERSEY STATE CONTRACTS AND/OR PURCHASING COOPERATIVES FOR 2026**

**WHEREAS**, pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and P.L.2011, c.139, the governing body may delegate the power to award purchases, contracts and/or agreements through New Jersey State Contracts and/or Purchasing Cooperatives to which the Township of Vernon is a member; and

**WHEREAS**, in the interest of streamlining Township operations and improving efficiency, it is the desire of the Mayor and Council to authorize the Purchasing Officer/Qualified Purchasing Agent (QPA) to approve purchases, contracts and agreements through New Jersey State Contracts and/or Purchasing Cooperatives, subject to provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and P.L.2011, c.139 below the \$53,000.00 threshold in individual purchases and the aggregate as defined by N.J.S.A.40A:11-2(19);

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Vernon that the Purchasing Officer/Qualified Purchasing Agent (QPA) upon receipt of an identified need and direction from the Township is hereby authorized to approve purchases, contracts and/or agreements through New Jersey State Contracts and/or Purchasing Cooperatives to which the Township of Vernon is a member without further action from Council, provided that funds are available to cover the expenditure.

**BE IT FURTHER RESOLVED**, Purchase approvals made by the Purchasing Officer/Qualified Purchasing Agent (QPA) by virtue of the adoption of this Resolution shall be subject to the provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and that no amount of any contract shall be in excess of the bid threshold in a single purchase or the aggregate without express individual resolutions authorizing such cooperative purchases by contract number.



## CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

### VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

## **TOWNSHIP OF VERNON**

### **RESOLUTION #26-14**

#### **Governor's Council on Substance Use Disorder Fiscal Grant Cycle July 2027 – June 2031**

WHEREAS, the Governor's Council on Substance Use Disorder (GCSUD) established the Municipal Alliances for the Prevention of Substance Use Disorder in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent substance use disorder in communities throughout New Jersey.

WHEREAS, The Township Council of the Township of Vernon, County of Sussex, State of New Jersey recognizes that substance use disorder is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Township Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent substance use disorder in our community; and,

WHEREAS, the Township Council has applied for funding to the Governor's Council on Substance Use Disorder through the County of Sussex;

NOW, THEREFORE, BE IT RESOLVED by the Township of Vernon, County of Sussex, State of New Jersey hereby recognizes the following:

1. The Township Council does hereby authorize submission of a strategic plan for the Vernon Municipal Alliance grant for fiscal year 2027 in the amount of:

GCSUD Grant	\$6491.00
Cash Match	\$1662.75
In-Kind	\$4868.25
2. The Township Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: \_\_\_\_\_  
Mayor, Vernon Township

### **CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

# COUNTY OF SUSSEX

Clerk of the Board of County Commissioners  
Sussex County Administrative Center  
One Spring Street  
Newton, NJ 07860  
Tel: 973-579-0240  
Fax: 973.383-1124



RECEIVED  
OCT 28 2025  
Township Clerk  
Christina Marks  
Clerk of the Board/Confidential Aide  
Email: [cmarks@sussex.nj.us](mailto:cmarks@sussex.nj.us)  
Linda Miller  
Confidential Assistant/Clerk Pro Tem  
Email: [lmiller@sussex.nj.us](mailto:lmiller@sussex.nj.us)

October 09, 2025

Vernon Municipal Alliance  
Township of Vernon  
Attention: Mishelle Downtain  
21 Church Street  
Vernon, NJ 07462

**RESOLUTION RE:** ALLOCATION OF MUNICIPAL ALLIANCE FUNDING TO THE ELEVEN MUNICIPAL ALLIANCE COMMITTEES FOR THE PROVISION OF SUBSTANCE USE PREVENTION PROGRAMS FOR THE PERIOD OF JULY 1, 2025 THROUGH JUNE 30, 2026 IN THE AMOUNT OF \$45,989.00

Dear Ms. Downtain:

The above-captioned Resolution was adopted by the Sussex County Board of County Commissioners at its meeting held on October 08, 2025.

Enclosed please find a certified copy of the Resolution for your files. If I can be of further assistance, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Christina Marks".

Christina Marks  
Clerk of the Board/Confidential Aide  
Sussex County  
Board of County Commissioners

Encl.



**RESOLUTION RE: ALLOCATION OF MUNICIPAL ALLIANCE FUNDING TO THE ELEVEN MUNICIPAL ALLIANCE COMMITTEES FOR THE PROVISION OF SUBSTANCE USE PREVENTION PROGRAMS FOR THE PERIOD OF JULY 1, 2025 THROUGH JUNE 30, 2026 IN THE AMOUNT OF \$45,989.00**

**WHEREAS**, there exists a need in Sussex County to provide substance use prevention programs to its residents; and

**WHEREAS**, the NJ Governor's Council on Substance Use Disorder (hereinafter referred to as "Council"), pursuant to N.J.S.A. 26:2BB-1 et seq. and N.J.A.C. 17:40-1.1 et seq., has awarded a grant to the County of Sussex in response to the Request for Proposal submitted by the Sussex County Division of Community and Youth Services for the various Municipal Alliance Committees; and

**WHEREAS**, the County Municipal Alliance Strategic Plan for FY2026 was approved by the Council at its May 20, 2025 meeting; and

**WHEREAS**, funding in the amount totaling \$45,989.00 has been approved by the Council for this Agreement covering the period July 1, 2025 through June 30, 2026 to provide substance use prevention programs for the residents of Sussex County and has been appropriated in the 2025 County budget.

**NOW, THEREFORE, BE IT RESOLVED** that:

1. The Board of County Commissioners allocates the amounts indicated to the following Municipal Alliance Committees for the provision of substance use prevention services:

Action ( <i>Andover Boro, Andover Twp., Green, Newton</i> )	\$6,037.00
Central ( <i>Branchville, Frankford, Lafayette</i> )	\$3,028.00
Hopatcong	\$4,885.00
Lenape Valley ( <i>Byram, Stanhope</i> )	\$3,918.00
Ogdensburg	\$1,018.00
Sandyston/Walpack/Montague	\$2,040.00
Sparta	\$6,341.00
Stillwater	\$1,511.00
Sussex/Wantage	\$4,381.00
Vernon	\$7,472.00
Walkkill Valley	\$5,358.00



2. The Commissioner Director and Clerk of the Board of County Commissioners are authorized to execute Agreements for these services.
3. A certified copy of this Resolution and Agreements be forwarded to Lorraine England, **Action Municipal Alliance**, Andover Township, 134 Newton Sparta Road, Newton, NJ 07860; Sharon Yarosz, **Central Municipal Alliance**, Frankford Township Municipal Building, 151 State Highway 206, Augusta, NJ 07822-2023; Judith Curran, **Hopatcong Municipal Alliance**, Borough of Hopatcong, 111 River Styx Road, Hopatcong, NJ 07843; Ashleigh Frueholz, **Lenape Valley Municipal Alliance**, Township of Byram, 10 Mansfield Drive, Stanhope, NJ 07874; Michael Marceau, **Ogdensburg Municipal Alliance**, 14 Highland Ave, Ogdensburg, NJ 07439; Toni Grisaffi, **Sandyston/Montague/Walpack Municipal Alliance**, Sandyston Township, 133 Route 645, Sandyston, NJ 07826; Dawn Krumpfer, **Sparta Municipal Alliance**, Township of Sparta, 65 Main Street, Sparta, NJ 07871; Tammy Leonard, **Stillwater Municipal Alliance**, Township of Stillwater, 964 Stillwater Rd, Stillwater, NJ 07860; Ashley Kannaley, **Sussex/Wantage Municipal Alliance**, Township of Wantage, 888 Route 23, Wantage, NJ 07461; Mishelle Downtain, **Vernon Municipal Alliance**, Township of Vernon, 21 Church Street, Vernon, NJ 07462; Carinne Piccolo-Kaufer, **Wallkill Valley Municipal Alliance**, Township of Hardyston Municipal Building, 149 Wheatsworth Road, Hardyston, NJ 07419; and Celina Levy, Executive Director, Governor's Council on Substance Use Disorder, P.O. Box 345, Trenton, NJ 08625-0345.

Certified as a true copy of the  
Resolution adopted by the Board  
on the 8th day of October, 2025.

Christina Marks, Clerk of the Board  
Board of County Commissioners  
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney	✓					
DeGroot	✓					
Hayden	✓					✓
Henderson	✓					
Space	✓				✓	

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded



## State of New Jersey

GOVERNOR'S COUNCIL ON SUBSTANCE USE DISORDER

P. O. Box 345

TRENTON, NEW JERSEY 08625-0345

**PHILIP D. MURPHY**  
Governor

**TAHESHA L. WAY**  
Lt. Governor

**NEIL VAN ESS**  
Acting Chairman

**CELINA LEVY**  
Executive Director

### FY 2027 LETTER OF INTENT

December 10, 2025

Amy Hackett  
25 Church Street  
Vernon, New Jersey 07462-0343

Dear Amy Hackett:

#### Governor's Council on Substance Use Disorder (GCSUD) Grant

Sussex County is announcing its intention to provide a grant to Vernon Township municipality for the Fiscal Year (FY) 2027 Alliance to Prevent Substance Use Disorder. The allocation for FY 2027, including coordination funds, is \$6,491.00. The required cash match is \$1,622.75 and the required in-kind match is \$4,868.25. The applicant agrees that each Municipal Alliance is required to provide a 100% match of their Municipal Alliance award with local resources. The matching requirement must be fulfilled with a minimum of a 25% cash match and a 75% in-kind services match. The municipal government is responsible for overseeing that the match is met.

The grant period will begin 07/01/26 and continue through 06/30/27. This letter of intent is contingent upon the availability of funds and is subject to the rules of the New Jersey Department of Treasury.

Municipal Alliance coordination funds are included in your funding award. Municipalities may take up to 15% of their GCSUD award for coordination. The total amount of coordination funds available for your Municipal Alliance for FY 2027 is \$973.65. Municipal Alliance spending plans will be approved by the County and GCSUD in accordance with established grant guidelines.


The municipality agrees that each Municipal Alliance is required to provide a 100% match of their Municipal Alliance award with local resources. The matching requirement must be fulfilled with a minimum of a 25% cash match and a 75% in-kind services match. The municipal government is responsible for overseeing that the matching requirement is met.

All funds will be reimbursed to the municipality after receipt and acceptance of the required expenditure reports, programmatic reports and vouchers including supporting backup documentation.

The submission and approval of the Municipal Alliance Plan will be required to access these funds. Plans must be submitted to County Alliance Coordinator by . *Plans received past the due date will not be assured of approval by the start of the grant term.*

The Municipality's continued cooperation and support are appreciated.

Sincerely,

  
Lisa Lombardo

C: Lisa Lombardo, Sussex County Alliance Coordinator

## Governor's Council on Substance Use Disorder

### STATEMENT OF ASSURANCES

In accepting this grant it is understood that the grantee agrees to abide by the following rules and conditions:

1. The activities proposed herein will be conducted in compliance with the provisions of P.L. 1989, c. 51, and in accordance with state and Federal statutes, as well as regulations and policies promulgated by either the state or Federal government.
2. All proposed prevention/early intervention efforts have been coordinated with existing services and systems in the community and demonstrate strong linkages with existing substance use disorder and related agencies and services.
3. The activities proposed herein identify and address identified logic model problem sequence.
4. The Municipal Alliance Committee has been consulted in the development of this strategic plan.
5. The proposed project is designed to be one component within a larger context of planning for substance use disorder prevention, education and intervention in the community.
6. The proposal includes provisions for the training of key alliance members. The municipal alliance shall consult with the County Alliance Steering Subcommittee to plan such training.
7. The municipality has committed the necessary financial resources and administrative support to accomplish the activities proposed herein.
8. The municipality shall use the proposed funding to increase the level of funds that would, in the absence of such a grant, be made available by the municipality for the purposes described herein. In no case will funds supplant, or will efforts funded pursuant to section 2 of P.L. 1983, C.531 be duplicated.
9. The municipality shall provide data to the Governor's Council on Substance Use Disorder for the purpose of evaluating the effectiveness of the projects funded by this grant program.
10. If the use of funds changes from the uses proposed herein, the municipality shall request a budget revision pursuant to guidelines established by its County Alliance Steering Subcommittee.
11. The municipality shall keep such records and provide such information to the Governor's Council on Substance Use Disorder and/or the County Alliance Steering Subcommittee as may be required for fiscal audit.
12. In the event that a final audit has not been performed prior to the closeout of the grant, GCSUD retains the right to recover any appropriate amount after fully considering the recommendations on disallowed costs resulting from the final audit.
13. The municipality agrees that in the event that the matching requirement is not met, the county government will only reimburse the GCSUD Grant Fund expenses in portion to the percentage of Cash Match and In-Kind that was expended/documented.
14. The facts, figures and representations made in this strategic plan, including exhibits and attachments hereto, are true and correct to the best of my knowledge.



## Governor's Council on Substance Use Disorder

### FISCAL REQUIREMENTS

In accepting this grant, it is understood that the grantee agrees to abide by the following rules and conditions:

1. The applicant agrees to develop a comprehensive plan to provide matching funds equivalent to the amount of the award.
2. The applicant agrees to submit full and complete records on the manner in which the community intends to acquire matching funds in accordance with County Steering Subcommittee regulations.
3. The applicant agrees to submit detailed and accurate accounting of the expenditures to the funding source through the Municipal Alliance Grant System (MAGS) in accordance with County Steering Subcommittee regulations.
4. The applicant agrees to submit periodic reports of the progress made in accomplishing the purpose of the grant and the method adopted to satisfy the fundraising goals as requested by the County Alliance Steering Subcommittee.
5. The applicant agrees not to use any of the funds to directly influence legislation or the outcome of an election or to undertake any activity for any purpose foreign to the purpose of this grant.
6. The applicant agrees that each Municipal Alliance is required to provide a 100% match of their Municipal Alliance award with local resources. The matching requirement must be fulfilled with a minimum of a 25% cash match and a 75% in-kind services match. The municipal government is responsible for overseeing that the matching requirement is met.
7. The applicant agrees that if an Alliance does not fully expend their GCSUD Grant funding in a grant year, the 25% cash match and 75% in-kind matching requirement will be based upon the actual level of GCSUD Grant expenditures within the grant year.
8. The applicant agrees that if the GCSUD Grant funding is fully expended but the cash match and in-kind requirement is not met, the County government will not fully reimburse the municipal GCSUD Grant expenses.
9. At the end of the fiscal year in which this grant falls, the applicant shall submit a financial statement explaining its use as well as any statistics and narrative which will indicate what this grant has accomplished in accordance with County Alliance Steering Subcommittee regulations.
10. The municipality or lead municipality will maintain information required about cash and in-kind match.

**TOWNSHIP OF VERNON**

**RESOLUTION #26-15**

**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 2026; 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.

**CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

# COUNTY OF SUSSEX

*Clerk of the Board of County Commissioners  
Sussex County Administrative Center  
One Spring Street  
Newton, NJ 07860  
Tel: 973-579-0240  
Fax: 973.383-1124*



*Christina Marks  
Clerk of the Board/Confidential Aide  
Email: [cmarks@sussex.nj.us](mailto:cmarks@sussex.nj.us)  
Linda Miller  
Confidential Assistant/Clerk Pro Tem  
Email: [lmiller@sussex.nj.us](mailto:lmiller@sussex.nj.us)*

December 18, 2025

Vernon Township  
Department of Recreation and Community Development  
21 Church Street  
Vernon, NJ 07462

**RESOLUTION RE:** AUTHORIZING THE COUNTY OF SUSSEX TO ENTER INTO A SHARED SERVICE AGREEMENT WITH THE TOWNSHIP OF VERNON FOR THE MANAGEMENT OF THE VERNON CONGREGATE NUTRITION PROGRAM IN ACCORDANCE WITH THE PROVISION OF N.J.S.A. 40A:65-1 ET SEQ. FOR THE PERIOD OF JANUARY 1, 2026 TO DECEMBER 31, 2026 IN THE AMOUNT OF \$27,700.00

Dear Sir/Madam:

The above-captioned Resolution was adopted by the Sussex County Board of County Commissioners at its meeting held on December 17, 2025.

Enclosed please find a certified copy of the Resolution for your files. If I can be of further assistance, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Linda Miller". The signature is fluid and cursive, with the first name "Linda" and last name "Miller" clearly distinguishable.

Linda Miller  
Clerk Pro Tem  
Sussex County  
Board of County Commissioners

Encl.



**RESOLUTION RE: AUTHORIZING THE COUNTY OF SUSSEX TO ENTER INTO A SHARED SERVICE AGREEMENT WITH THE TOWNSHIP OF VERNON FOR THE MANAGEMENT OF THE VERNON CONGREGATE NUTRITION PROGRAM IN ACCORDANCE WITH THE PROVISION OF N.J.S.A. 40A:65-1 ET SEQ. FOR THE PERIOD OF JANUARY 1, 2026 TO DECEMBER 31, 2026 IN THE AMOUNT OF \$27,700.00**

**WHEREAS**, the Township of Vernon operates a Senior Center which contains a fully operational and licensed kitchen capable of serving meals that meet all State of New Jersey requirements for the management and serving of meals for the congregate meal program for senior citizens; and

**WHEREAS**, the County of Sussex is in need of a manager and server for the Vernon Congregate Meal Site that is capable of serving meals that meet all State of New Jersey requirements for congregate meals for senior citizens and to work in concert with the Sussex County Department of Health and Human Services, Division of Senior Services to ensure contract compliance; and

**WHEREAS**, it would be mutually beneficial, efficient, and expedient for the parties to enter into this Agreement; and

**WHEREAS**, the County of Sussex has agreed to participate in a Shared Services Agreement in the manner and to the extent as outlined in the attached Agreement, which allocation of responsibility and cost, to the County of Sussex, shall not exceed \$27,700.00, and is also agreeable to the Township of Vernon; and


**WHEREAS**, the Township of Vernon has agreed to participate in the attached Shared Services Agreement in the manner and to the extent as outlined in the attached Agreement which allocation of responsibility and compensation is also agreeable to the County of Sussex; and

**WHEREAS**, the parties have the authority to enter into this Shared Services Agreement pursuant to N.J.S.A. 40A:65-1 et seq.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Sussex that the Commissioner Director and the Clerk of the Board are hereby authorized to execute the attached Agreement; and

**BE IT FURTHER RESOLVED** that copies of this Resolution and Agreement shall be forwarded to the Vernon Township Council, 21 Church Street, Vernon, NJ 07462; Vernon Township Clerk, 21 Church Street, Vernon, NJ 07462; Vernon Township Department of Recreation and Community Development, 21 Church Street, Vernon, NJ 07462; Jacquelyn Suarez, Director, NJ Division of Local Government Services, P.O. Box 803, Trenton, NJ 08625.

Certified as a true copy of the Resolution adopted by the Board on the 17<sup>th</sup> Day of December, 2025



Linda Miller, Clerk Pro Tem  
Board of County Commissioners  
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney	✓					
DeGroot	✓					
Hayden				✓		
Henderson	✓				✓	
Space	✓					✓

ABST - Abstain

MOVE - Moved

ABS - Absent

SEC - Seconded

RECEIVED

# COUNTY OF SUSSEX

DEC 22 2025

Township Clerk

*Clerk of the Board of County Commissioners  
Sussex County Administrative Center  
One Spring Street  
Newton, NJ 07860  
Tel: 973-579-0240  
Fax: 973.383-1124*



*Christina Marks  
Clerk of the Board/Confidential Aide  
Email: [cmarks@sussex.nj.us](mailto:cmarks@sussex.nj.us)  
Linda Miller  
Confidential Assistant/Clerk Pro Tem  
Email: [lmiller@sussex.nj.us](mailto:lmiller@sussex.nj.us)*

December 18, 2025

Vernon Township  
Attention: Marcy Gianattasio, Clerk  
21 Church Street  
Vernon, NJ 07462

**RESOLUTION RE:** AUTHORIZING THE COUNTY OF SUSSEX TO ENTER INTO A SHARED SERVICE AGREEMENT WITH THE TOWNSHIP OF VERNON FOR THE MANAGEMENT OF THE VERNON CONGREGATE NUTRITION PROGRAM IN ACCORDANCE WITH THE PROVISION OF N.J.S.A. 40A:65-1 ET SEQ. FOR THE PERIOD OF JANUARY 1, 2026 TO DECEMBER 31, 2026 IN THE AMOUNT OF \$27,700.00

Dear Ms. Gianattasio:

The above-captioned Resolution was adopted by the Sussex County Board of County Commissioners at its meeting held on December 17, 2025.

Enclosed please find a certified copy of the Resolution for your files and (2) Agreements. Please return one fully executed original Agreement to our office. If I can be of further assistance, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Linda Miller".

Linda Miller  
Clerk Pro Tem  
Sussex County  
Board of County Commissioners

Encl.



**RESOLUTION RE: AUTHORIZING THE COUNTY OF SUSSEX TO ENTER INTO A SHARED SERVICE AGREEMENT WITH THE TOWNSHIP OF VERNON FOR THE MANAGEMENT OF THE VERNON CONGREGATE NUTRITION PROGRAM IN ACCORDANCE WITH THE PROVISION OF N.J.S.A. 40A:65-1 ET SEQ. FOR THE PERIOD OF JANUARY 1, 2026 TO DECEMBER 31, 2026 IN THE AMOUNT OF \$27,700.00**

**WHEREAS**, the Township of Vernon operates a Senior Center which contains a fully operational and licensed kitchen capable of serving meals that meet all State of New Jersey requirements for the management and serving of meals for the congregate meal program for senior citizens; and

**WHEREAS**, the County of Sussex is in need of a manager and server for the Vernon Congregate Meal Site that is capable of serving meals that meet all State of New Jersey requirements for congregate meals for senior citizens and to work in concert with the Sussex County Department of Health and Human Services, Division of Senior Services to ensure contract compliance; and

**WHEREAS**, it would be mutually beneficial, efficient, and expedient for the parties to enter into this Agreement; and

**WHEREAS**, the County of Sussex has agreed to participate in a Shared Services Agreement in the manner and to the extent as outlined in the attached Agreement, which allocation of responsibility and cost, to the County of Sussex, shall not exceed \$27,700.00, and is also agreeable to the Township of Vernon; and

**WHEREAS**, the Township of Vernon has agreed to participate in the attached Shared Services Agreement in the manner and to the extent as outlined in the attached Agreement which allocation of responsibility and compensation is also agreeable to the County of Sussex; and

**WHEREAS**, the parties have the authority to enter into this Shared Services Agreement pursuant to N.J.S.A. 40A:65-1 et seq.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Sussex that the Commissioner Director and the Clerk of the Board are hereby authorized to execute the attached Agreement; and

**BE IT FURTHER RESOLVED** that copies of this Resolution and Agreement shall be forwarded to the Vernon Township Council, 21 Church Street, Vernon, NJ 07462; Vernon Township Clerk, 21 Church Street, Vernon, NJ 07462; Vernon Township Department of Recreation and Community Development, 21 Church Street, Vernon, NJ 07462; Jacquelyn Suarez, Director, NJ Division of Local Government Services, P.O. Box 803, Trenton, NJ 08625.

Certified as a true copy of the  
Resolution adopted by the Board  
on the 17<sup>th</sup> Day of December, 2025



Linda Miller, Clerk Pro Tem  
Board of County Commissioners  
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney	✓					
DeGroot	✓					
Hayden				✓		
Henderson	✓				✓	
Space	✓					✓

ABST - Abstain

MOVE - Moved

ABS - Absent

SEC - Seconded



## **A G R E E M E N T**

This Agreement entered into this 17<sup>th</sup> day of December, 2025 by and between the County of Sussex, a political subdivision of the State of New Jersey, having its principal offices at the Sussex County Administrative Center, One Spring Street, Newton, New Jersey 07860, hereinafter referred to as "Sussex" and the Township of Vernon, a political subdivision of the State of New Jersey, having its principal offices at 21 Church Street, Vernon, New Jersey 07462, hereinafter referred to as "Vernon"; and

**WHEREAS**, the Township of Vernon operates a Senior Center which contains a fully operational and licensed kitchen capable of serving meals that meet all State of New Jersey requirements for the management and serving of meals for the congregate meal program for senior citizens; and

**WHEREAS**, the County of Sussex is in need of a manager and server for the Vernon Congregate Meal Site that is capable of serving meals that meet all State of New Jersey requirements for congregate meals for senior citizens and to work in concert with the Sussex County Division of Senior Services to ensure contract compliance; and

**WHEREAS**, it would be mutually beneficial, efficient, and expedient for the parties to enter into this Agreement; and

**WHEREAS**, the County of Sussex has agreed to participate in a Shared Services Agreement in the manner and to the extent as outlined in the attached Agreement, which allocation of responsibility and cost, to the County of Sussex, shall not exceed \$27,700.00, and is also agreeable to the Township of Vernon; and

**WHEREAS**, the Township of Vernon has agreed to participate in this Shared Service Agreement in the manner and to extent as outlined herein and the allocation of responsibility and compensation is also agreeable to the County of Sussex; and

**WHEREAS**, the parties have the authority to enter into this Agreement under the Shared Services Act, N.J.S.A. 40A:65-1 ET SEQ.

**NOW, THEREFORE** the parties do hereby mutually stipulate and agree as follows:

**TOWNSHIP OF VERNON**, will provide:

1. Space for the Vernon Nutrition Project site operation between the hours of 9:30 a.m. and 2:00 p.m., five (5) days per week, to accommodate approximately seventy-five (75) people at the Senior Citizen Center, Municipal Building, Church Street, Vernon Township. Use of the right half of the large meeting room, kitchen

facilities, a ladies' and men's restroom facility, office space for the site manager, and a secured storage space for the following items:

- Dishes
  - Silverware
  - Paper Products
  - Kitchen Utensils
  - Cleaning Equipment
2. Adequate heating/cooling to maintain the kitchen, restroom, and meeting room at a minimum temperature of 68 degrees and a maximum of 78 degrees.
  3. Provide a paid site manager and site aide to manage and operate the Nutrition Site who will receive payment of wages and other compensation, reimbursement of expenses and compliance with Federal, State, and local tax withholding, Workers' Compensation, Temporary Disability, Social Security, Unemployment, and other obligations imposed on the employer of such personnel.
  4. Assure that the site manager and/or site aide register and record each participant that attends the nutrition program for that day; take orders for meals to be provided for the next day and fax them to the county by 1:00 pm; and solicit and collect voluntary daily donations of \$2.00 which needs to be counted by two individuals and locked in a secure location for the County to collect weekly.
  5. Assure that the site manager and/or site aide prepare utensils and plates for daily meals or have volunteers complete this task; verify and maintain food at appropriate temperatures and record these temperatures daily; serve the meal to the individuals attending the program under a Serv Safe Certification, or a Food Handlers Certification.
  6. Assure that there is at least one individual that is certified in CPR at the site.
  7. Assurance that the congregate site will be in compliance with all Federal, State, County, and Municipal Health Codes and is maintained in a clean and safe condition.
  8. Responsible for clearing snow from the walkways adjacent to the front door of the premises on the days the nutrition program is in operation. Vernon shall also be responsible for applying sand and salt to the sidewalk area adjacent to the front door on the days that nutrition program is in operation. Vernon, on nonproprietary basis, shall provide for the removal of snow from parking lot and sidewalks leading to the premises including adequate sanding and salting of icy patches.
  9. Adequate parking to accommodate a reasonable amount of cars for the number of people being serviced at the site, as presently exists.

10. Responsible for providing monthly bills in the amount of \$2,308.33 to cover the cost for the program on a monthly basis.

**COUNTY OF SUSSEX**, will provide:

1. The Director of Senior Services will act as the Project Director. The Project Director is responsible to handle all issues that may affect the provision of services. The Director is responsible to ensure that each site upholds quality food service standards including adherence to Title III OAA and Chapter XII (NJ Sanitary Code) requirements. If issues arise regarding these standards the Project Director would assist with bringing the program into compliance.
2. A full-time Project Coordinator to coordinate services between the nutrition site and the food service provider; complete grant reports, create report forms for the nutrition site and collect documentation and donations from the nutrition sites on a weekly basis.
3. Conduct and complete monthly food surveys and client satisfaction surveys for the Nutrition Site.
4. Provide monthly menus to the site two weeks prior to implementation. Manage the contract with the food service provider and coordinate the delivery of the food to the site.
5. Establish and post a grievance procedure at the nutrition site that is in accordance with guidelines established by the New Jersey Department of Human Services, Division of Aging Services.
6. Will provide individualized advice and guidance to older adults who are at nutritional risk, because of their health or nutritional history, dietary intake, medicines use, or chronic illnesses, about options and methods for improving their nutritional status. This will be provided at each site once per quarter, at the time that the Nutrition Education takes place.
7. Coordinate all of the training for the food handlers to ensure compliance with the grant guidelines.
8. Create and maintain all policies and procedures for the nutrition site.
9. Coordinate recreational activities for the nutrition site in collaboration with the Township Recreation Coordinator.
10. Will be at the nutrition site on a weekly basis.
11. Provide sites with applicable forms to complete registration, donation collection and temperature reports.
12. Assist in the recruitment of volunteers at each site.

### **ADDITIONAL TERMS:**

1. Township of Vernon's Insurance Requirements: The Township of Vernon will procure and maintain, at its own expense, the following minimum levels of insurance: The Township of Vernon will continuously maintain insurance or other security for adequate protection for all work from liability and will protect the County for damages, liability or loss arising in connection with the contract. The Township of Vernon will ensure coverage for damages, liability or loss arising in connection with the contract and services:

A. WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE with limits of not less than \$1,000,000.00 will be maintained in full force during the life of this contract by the Township of Vernon covering all employees engaged in performance of this contract pursuant to N.J.S.A. 34:15-12(a) and N.J.A.C. 12-235- 1.6.

B. GENERAL LIABILITY INSURANCE with limits of not less than \$1,000,000.00 for Bodily Injury and Property Damage Liability each occurrence and \$2,000,000.00 General Aggregate will be maintained in full force during the life of the contract by the Township of Vernon. The policy will include the Township of Vernon protective liability insurance (also known as contingent liability insurance) with the same limits. In the event more than one insured is named in the policy, a CROSS LIABILITY endorsement will be included which provides that the employees of each of the named insureds are not excluded under the policy as respect to claims that are made against other named insured.

C. AUTOMOBILE LIABILITY INSURANCE with limits of not less than \$1,000,000.00 Liability and Property Damage Liability Combined Single Limit, \$1,000,000.00 Uninsured Motorist and Underinsured Motorist, \$1,000,000.00 Owned, Hired and Non-owned Automobile, will be maintained in full force during the life of this contract by the Township of Vernon.

The insurance policies will be provided by insurance companies authorized to do business in the State of New Jersey.

All insurance required herein will be maintained in full force and effect during the term of the Township of Vernon Contract with the County and will constitute primary coverage over any other applicable insurance.

The Township of Vernon will furnish a Certificate or Certificates of Insurance in compliance with these requirements and a certified copy of each policy to the County, including the provisions establishing premiums. All insurance policies required hereunder will include an endorsement naming the County and its officers, agents, engineer, attorney, employees, and servants as additional

insured's, which insurance will provide primary and non-contributory insurance coverage to the County, its agents, etc.

In addition, the additional insurance will include but not be limited to coverage for the additional insured for bodily or personal injury, property damage or other loss for which the respondent's insurance policy provides coverage for the respondent's work and for coverage which is included in the Township of Vernon "products-completed operations hazard" coverage. An endorsement will be provided that the policies will not be changed or canceled prior to thirty (30) days after written notice has been provided by the insurance carrier directly to the County.

During the term of its Contract with the County, the Township of Vernon will be obligated to renew each and every insurance policy which may expire. In cases where a required insurance policy is cancelled or terminated during its term, the Township of Vernon will immediately procure insurance to replace such policy(ies) and will immediately provide all insurance information required by the County as proof that the cancelled or terminated policy has been restored or replaced. In the event the Township of Vernon fails or refuses to renew its insurance policies, or the coverage is canceled, terminated, or modified so that the insurance does not meet the requirements of the Township of Vernon Contract with the County, such failure shall constitute default of the Township of Vernon's Contract with the County.

Insurance coverage having policy limits in the amounts required by the County will not be construed to relieve the Respondent from liability in excess of such coverage, nor will it preclude the County from taking such other actions as are available to it under the provisions of this Contract or otherwise in the law.

2. No variation or modification of the Agreement and no waiver of its provisions shall be valid unless in writing and signed by duly authorized officer of the County of Sussex and the Township of Vernon.
3. The project ceiling cost of \$27,700.00 is hereby established and shall only be increased through mutual agreement of the governing bodies with thirty (30) days written notice provided by Sussex to Vernon from the time period within which seventy-five (75%) percent of the project ceiling cost is reached. Otherwise, Sussex has the option to terminate upon thirty (30) days written notice.
4. The Congregate Nutrition Program collects donations through voluntary participant contributions. These donations are utilized to maintain and expand congregate nutrition services at the site as outlined by the New Jersey Standards for the Nutrition Program for Older Americans. The donations are applied to the additional costs incurred beyond the \$27,700.00 administrative costs outlined in this Agreement for the program supplies, recreational activities, additional food costs and equipment. The County will retain \$125.00 per month


of the donations collected to cover a portion of the County's costs for implementing the program.

5. This Agreement shall run from January 1, 2026 until December 31, 2026.
6. Upon expiration of the term, the parties may extend the term or enter into a new Agreement upon such terms and conditions, including compensation, as they agree and are incorporated into a written Agreement.

**IN WITNESS WHEREOF** the undersigned, being duly authorized to do so in accordance with the Statutes, hereunto set their hands and cause their corporate seals to be affixed this 17<sup>th</sup> day of December, 2025.

**COUNTY OF SUSSEX**

**ATTEST:**



Linda Miller, Clerk Pro Tem  
Board of County Commissioners



Chris Carney, Commissioner Director  
Board of County Commissioners

**TOWNSHIP OF VERNON**

**ATTEST:**

\_\_\_\_\_  
Marcy Gianattasio, Clerk  
Vernon Township

\_\_\_\_\_  
Anthony L. Rossi, Mayor  
Vernon Township

**Date:**

**Date:**

Shared Service Agreement for CY2026 with the Township of Vernon for the Management of the Congregate Nutrition Program in the amount of \$27,700.00

# **TOWNSHIP OF VERNON**

## **RESOLUTION #26-16**

### **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.

### **CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

### **VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

## **TOWNSHIP OF VERNON**

### **RESOLUTION #26-17**

#### **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 2026;

**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 2026; 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.

#### **CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

#### **VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						



# DIVISION OF CONTRACT COMPLIANCE & EQUAL EMPLOYMENT OPPORTUNITY IN PUBLIC CONTRACTS



## DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)

**The designated Public Agency Compliance Officer (P.A.C.O) is:**

<b>Public Agency:</b>	TOWNSHIP OF VERNON	
<b>Name of P.A.C.O.:</b>	Tina Kraus	
<b>Title:</b>	Township Business Administrator	
<b>Business Address:</b>	21 Church Street Vernon, NJ 07462	
<b>Telephone:</b>	973-764-4055	
<b>Fax:</b>	973-764-4799	
<b>E-mail:</b>	businessadmin@vernontwp.com	
<b>Current Highest Elected or Appointed Official: Mayor</b>	Anthony Rossi	

- ☐ No person currently serving as the P.A.C.O
- ☐ The P.A.C.O. will be appointed at the next Board/Council meeting. A copy of the resolution designating the appointee will be sent to the Division of Contract Compliance & Equal Opportunity Office.
- ☐ Additional technical assistance is requested

\_\_\_\_\_  
PUBLIC AGENCY OFFICIAL'S SIGNATURE

**TOWNSHIP OF VERNON**

**RESOLUTION #26-18**

**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.

**CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

---

Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

## **TOWNSHIP OF VERNON**

### **RESOLUTION #26-19**

#### **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

#### **CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2025 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

#### **VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Buccieri, N.	<b>X</b>		<b>X</b>			
DeBenedetto, J.			<b>X</b>			
Higgins, W.			<b>X</b>			
Rizzuto, P.			<b>X</b>			
Sparta, B.		<b>X</b>	<b>X</b>			

## **TOWNSHIP OF VERNON**

### **RESOLUTION #26-20**

#### **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

#### **CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

#### **VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

**TOWNSHIP OF VERNON**

**RESOLUTION #26-21**

**APPROVING A SOLICITOR PERMIT – Archtop Fiber**

**WHEREAS**, Cole Secaur has made an application for a Solicitor Permit for the purpose of Fiber Optic Internet Service; and

**WHEREAS**, upon receipt of the application for a Solicitor Permit, by Cole Secaur of Archtop Fiber the Vernon Township Police Department investigated the applicant's moral character and found it to be satisfactory and in good order for the protection of the public good; and the necessary application has been filed and all documentation is in order;

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Vernon that approval be granted for a Solicitor Permit for Cole Secaur.

**BE IT FURTHER RESOLVED** that the Township Clerk is hereby authorized to issue a Solicitor's Permit to the aforesaid applicant in accordance with Chapter 428 of the Code of the Township of Vernon.

**CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						



RECEIVED

DEC 11 2025  
Tel: 973-764-4055, ext. 2234 • Fax: 973-764.6393  
Township Clerk

Vernon Township  
Township Clerk's Office  
21 Church Street  
Vernon, NJ 07462  
www.vernontwp.com

## Solicitor License Application

<b>Date of application:</b> 12/8/2025						
<b>Application type/fee:</b> <input checked="" type="checkbox"/> New \$20.00 + \$125.00 <input type="checkbox"/> Renewal \$25.00 <input type="checkbox"/> Each Additional Vehicle \$50.00						
<b>APPLICANT'S PERSONAL INFORMATION</b>						
Last Name <b>Secaur</b>		First Name <b>Cole</b>	M.I. <b>R</b>	Maiden Name (if female)		
Permanent Home Address [REDACTED]			Permanent Tel. Number [REDACTED]			
Local Address [REDACTED]			Local Tel. Number			
Driver's License # and State [REDACTED]		Social Security # [REDACTED]		Marital Status <input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed		
Date of Birth [REDACTED]	Place of Birth [REDACTED]	Height [REDACTED]	Weight [REDACTED]	Sex <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	Eye Color [REDACTED]	Hair Color [REDACTED]
Have you been convicted or pleaded guilty to any motor vehicle offenses in the last 10 years?				<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
Have you been convicted of any crime, misdemeanor or violation of any municipal ordinance?				<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
If yes, please indicate the nature of the offense and the punishment or penalty assessed:						
You may attach a separate page to this application if you would like to make any statement with respect to any such conviction or guilty plea.						
Provide the name, address and telephone number for three references from Sussex County residents, other than family members, who can attest to your good character and business responsibility.						
Name		Address		Telephone		
1. Paul S. Doumanis		[REDACTED]		[REDACTED]		
2. Jean Beattie		[REDACTED]		[REDACTED]		
3. Keith Cordado		[REDACTED]		[REDACTED]		
<b>EMPLOYER INFORMATION</b>						
Name <b>Archtop Fiber</b>						
Address <b>300 Enterprise Dr Kingston, NY 12401</b>				Telephone <b>855-ARCHTOP</b>		
<b>PREVIOUS SOLICITING ACTIVITY</b>						
In which New Jersey municipalities have you solicited goods or services in the immediately preceding two years?						

**Solicitor License Application**  
Continued page 2 of 2

**Vernon Township**  
21 Church Street • Vernon, NJ 07462  
Tel: 973.764.4055, ext. 2234 • Fax: 973.764.6393  
www.vernontwp.com

MERCHANDISE/SERVICES INFORMATION					
Provide a brief description of the goods to be sold, services to be performed or nature of any proposed canvassing: <b>Fiber Optic Internet Service</b>					
Where are these goods manufactured/prepared/produced?					
Where are these goods currently located?					
In the case of foodstuffs, please indicate the date a food handler's certificate was obtained:					
What is your proposed method of delivery? If a vehicle is to be used, please complete the next section.					
VEHICLE INFORMATION					
Year <b>2023</b>	Make <b>Chevy</b>	Model <b>Colorado</b>	Color <b>White</b>	Size <b>Mid</b>	License Plate #/State <b>[REDACTED]</b>
Insurance Company <b>Unitel - Unico RUP Program</b>			Insurance Policy # <b>[REDACTED]</b>		

**The following items must be included with this application:**

1. Two photographs of the applicant, taken no more than sixty days prior to the date of application, at least two inches by three inches showing the head and shoulders of the applicant in a clear and distinguishing manner.
2. A photocopy of the applicant's valid driver's license.
3. A copy of the certificate of authority to collect sales tax issued by the state of New Jersey and sufficient proof to establish that said certificate of registration has been filed with the state of New Jersey, Director of Taxation.

I hereby certify that the information contained in this application is complete, accurate and truthful to the best of my knowledge and belief. I understand that if any statement made is willfully false or incomplete, I may be subject to penalties as provided by law and have this application denied.

I hereby acknowledge that the provisions of Chapter 428 of Vernon Township's code entitled "Peddling and Soliciting" are understood and that if I violate any of the provisions, I am subject to appropriate penalties and/or license revocation.

I consent to Vernon Township's obtaining copies of my driving record from the appropriate public agency and Criminal History Record Information from the New Jersey State Police, State Bureau of Identification.

Signature **Col Seeman** Date **12/10/25**

FOR OFFICIAL USE ONLY					
FEE PAID	<b>\$145.00</b>		DATE REC'D	<b>12-11-25</b>	
CHIEF OF POLICE	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO DATE: <b>12-11-25</b>	TOWNSHIP COUNCIL	<input type="checkbox"/> YES	<input type="checkbox"/> NO R #:
LICENSE ISSUED	<input type="checkbox"/> YES	<input type="checkbox"/> NO DATE:	LICENSE #		



**Vernon Township Police Department  
21 Church Street  
Vernon, NJ 07462**



**Daniel Young  
Chief of Police  
  
973-764-6155  
Fax: 973-764-2518**

December 11, 2025

Re: Secaur, Cole

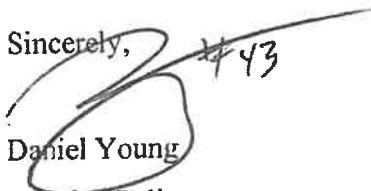
Solicitor Permit

Dear Ms. Gianattasio

We have checked the above named applicant for an arrest record in New Jersey and have found none. We are unable to do a national records check for this type of application.

Please feel free to contact me if any questions are raised or you have difficulty obtaining needed information from other agencies.

Sincerely,

443  
Daniel Young  
Chief of Police

**TOWNSHIP OF VERNON**

**RESOLUTION #26-22**

**APPROVING A SOLICITOR PERMIT – Archtop Fiber**

**WHEREAS,** Maxwell Herebic has made an application for a Solicitor Permit for the purpose of Fiber Optic Internet Service; and

**WHEREAS,** upon receipt of the application for a Solicitor Permit, by Maxwell Herebic of Archtop Fiber the Vernon Township Police Department investigated the applicant's moral character and found it to be satisfactory and in good order for the protection of the public good; and the necessary application has been filed and all documentation is in order;

**NOW, THEREFORE, BE IT RESOLVED,** by the Township Council of the Township of Vernon that approval be granted for a Solicitor Permit for Maxwell Herebic.

**BE IT FURTHER RESOLVED** that the Township Clerk is hereby authorized to issue a Solicitor's Permit to the aforesaid applicant in accordance with Chapter 428 of the Code of the Township of Vernon.

**CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						



RECEIVED

DEC 1 1 2025

Township Clerk

Vernon Township  
Township Clerk's Office  
21 Church Street  
Vernon, NJ 07462  
Tel: 973.764.4055, ext. 2234 • Fax: 973.764.6393  
www.vernontwp.com

## Solicitor License Application

<b>Date of application:</b> 12/8/2025			
<b>Application type/fee:</b> <input checked="" type="checkbox"/> New \$20.00 + \$125.00 <input type="checkbox"/> Renewal \$25.00 <input type="checkbox"/> Each Additional Vehicle \$50.00			
<b>APPLICANT'S PERSONAL INFORMATION</b>			
<b>Last Name</b> Herebic		<b>First Name</b> Maxwell	
<b>Permanent Home Address</b> [REDACTED]		<b>Permanent Tel. Number</b> [REDACTED]	
<b>Local Address</b> [REDACTED]		<b>Local Tel. Number</b> [REDACTED]	
<b>Driver's License # and State</b> [REDACTED]		<b>Social Security #</b> [REDACTED]	
<b>Marital Status</b> <input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed			
<b>Date of Birth</b> [REDACTED]	<b>Place of Birth</b> [REDACTED]	<b>Height</b> [REDACTED]	<b>Weight</b> [REDACTED]
<b>Sex</b> <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		<b>Eye Color</b> [REDACTED]	<b>Hair Color</b> [REDACTED]
Have you been convicted or pleaded guilty to any motor vehicle offenses in the last 10 years? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
Have you been convicted of any crime, misdemeanor or violation of any municipal ordinance? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
If yes, please indicate the nature of the offense and the punishment or penalty assessed:			
You may attach a separate page to this application if you would like to make any statement with respect to any such conviction or guilty plea.			
Provide the name, address and telephone number for three references from Sussex County residents, other than family members, who can attest to your good character and business responsibility.			
<b>Name</b>	<b>Address</b>		<b>Telephone</b>
1. Paul S. Doumanis	[REDACTED]		[REDACTED]
2. Jean Beattie	[REDACTED]		[REDACTED]
3. Keith Cordadao	[REDACTED]		[REDACTED]
<b>EMPLOYER INFORMATION</b>			
<b>Name</b> Archtop Fiber			
<b>Address</b> 300 Enterprise Dr Kingston, NY 12401			<b>Telephone</b> 855-ARCHTOP
<b>PREVIOUS SOLICITING ACTIVITY</b>			
In which New Jersey municipalities have you solicited goods or services in the immediately preceding two years?			

**Solicitor License Application**  
Continued page 2 of 2

**Vernon Township**  
21 Church Street • Vernon, NJ 07462  
Tel: 973.764.4055, ext. 2234 • Fax: 973.764.6393  
www.vernontwp.com

MERCHANDISE/SERVICES INFORMATION					
Provide a brief description of the goods to be sold, services to be performed or nature of any proposed canvassing: <b>Fiber Optic Internet Service</b>					
Where are these goods manufactured/prepared/produced?					
Where are these goods currently located?					
In the case of foodstuffs, please indicate the date a food handler's certificate was obtained:					
What is your proposed method of delivery? If a vehicle is to be used, please complete the next section.					
VEHICLE INFORMATION					
Year <b>2023</b>	Make <b>Chevy</b>	Model <b>Colorado</b>	Color <b>White</b>	Size <b>Mid</b>	License Plate #/State <b>[REDACTED]</b>
Insurance Company <b>Intel - Unico RUP Program</b>			Insurance Policy # <b>[REDACTED]</b>		

**The following items must be included with this application:**

1. Two photographs of the applicant, taken no more than sixty days prior to the date of application, at least two inches by three inches showing the head and shoulders of the applicant in a clear and distinguishing manner.
2. A photocopy of the applicant's valid driver's license.
3. A copy of the certificate of authority to collect sales tax issued by the state of New Jersey and sufficient proof to establish that said certificate of registration has been filed with the state of New Jersey, Director of Taxation.

I hereby certify that the information contained in this application is complete, accurate and truthful to the best of my knowledge and belief. I understand that if any statement made is willfully false or incomplete, I may be subject to penalties as provided by law and have this application denied.

I hereby acknowledge that the provisions of Chapter 428 of Vernon Township's code entitled "Peddling and Soliciting" are understood and that if I violate any of the provisions, I am subject to appropriate penalties and/or license revocation.

I consent to Vernon Township's obtaining copies of my driving record from the appropriate public agency and Criminal History Record information from the New Jersey State Police, State Bureau of Identification.

Signature:  Date: **12/10/25**

FOR OFFICIAL USE ONLY					
FEE PAID	<b>\$145.00</b>	DATE REC'D	<b>12-11-25</b>		
CHIEF OF POLICE	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	DATE:	<b>12-11-25</b>	TOWNSHIP COUNCIL	<input type="checkbox"/> YES <input type="checkbox"/> NO R #:
LICENSE ISSUED	<input type="checkbox"/> YES <input type="checkbox"/> NO	DATE:		LICENSE #	

**Vernon Township Police Department**  
**21 Church Street**  
**Vernon, NJ 07462**



**Daniel Young**  
**Chief of Police**

**973-764-6155**  
**Fax: 973-764-2518**

December 11, 2025

Re: Maxwell Herebic

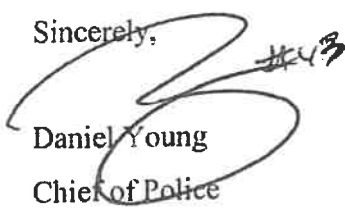
Solicitor Permit

Dear Ms. Gianattasio

We have checked the above named applicant for an arrest record in New Jersey and have found none. We are unable to do a national records check for this type of application.

Please feel free to contact me if any questions are raised or you have difficulty obtaining needed information from other agencies.

Sincerely,

A large, stylized handwritten signature in dark ink, appearing to read "DY", is written over the typed name and title.  
Daniel Young  
Chief of Police

**TOWNSHIP OF VERNON**

**RESOLUTION #26-23**

**APPROVING A SOLICITOR PERMIT – Archtop Fiber**

**WHEREAS**, Ross Secaur has made an application for a Solicitor Permit for the purpose of Fiber Optic Internet Service; and

**WHEREAS**, upon receipt of the application for a Solicitor Permit, by Ross Secaur of Archtop Fiber the Vernon Township Police Department investigated the applicant's moral character and found it to be satisfactory and in good order for the protection of the public good; and the necessary application has been filed and all documentation is in order;

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Vernon that approval be granted for a Solicitor Permit for Ross Secaur.

**BE IT FURTHER RESOLVED** that the Township Clerk is hereby authorized to issue a Solicitor's Permit to the aforesaid applicant in accordance with Chapter 428 of the Code of the Township of Vernon.

**CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						



RECEIVED

DEC 11 2025  
Township Clerk

Vernon Township  
Township Clerk's Office  
21 Church Street  
Vernon, NJ 07462  
Tel: 973-764-4055, ext. 2234 • Fax: 973-764-6393  
www.vernontwp.com

## Solicitor License Application

<b>Date of application:</b> 12/8/2025						
<b>Application type/fee:</b> <input checked="" type="checkbox"/> New \$20.00 + \$125.00 <input type="checkbox"/> Renewal \$25.00 <input type="checkbox"/> Each Additional Vehicle \$50.00						
<b>APPLICANT'S PERSONAL INFORMATION</b>						
<b>Last Name</b> Secaur		<b>First Name</b> Ross	<b>M.I.</b> M	<b>Maiden Name (if female)</b>		
<b>Permanent Home Address</b> [REDACTED]			<b>Permanent Tel. Number</b> [REDACTED]			
<b>Local Address</b>			<b>Local Tel. Number</b>			
<b>Driver's License # and State</b> [REDACTED]		<b>Social Security #</b> [REDACTED]		<b>Marital Status</b> <input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed		
<b>Date of Birth</b> [REDACTED]	<b>Place of Birth</b> [REDACTED]	<b>Height</b> [REDACTED]	<b>Weight</b> [REDACTED]	<b>Sex</b> <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<b>Eye Color</b> [REDACTED]	<b>Hair Color</b> [REDACTED]
Have you been convicted or pleaded guilty to any motor vehicle offenses in the last 10 years?					<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
Have you been convicted of any crime, misdemeanor or violation of any municipal ordinance?					<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
If yes, please indicate the nature of the offense and the punishment or penalty assessed:						
You may attach a separate page to this application if you would like to make any statement with respect to any such conviction or guilty plea.						
Provide the name, address and telephone number for three references from Sussex County residents, other than family members, who can attest to your good character and business responsibility.						
<b>Name</b>		<b>Address</b>			<b>Telephone</b>	
1. Paul S. Doumanis		[REDACTED]			[REDACTED]	
2. Jean Beattie		[REDACTED]			[REDACTED]	
3. Keith Cordado		[REDACTED]			[REDACTED]	
<b>EMPLOYER INFORMATION</b>						
<b>Name</b> Archtop Fiber						
<b>Address</b> 300 Enterprise Dr, Kingston NY					<b>Telephone</b> 855-ARCHTOP	
<b>PREVIOUS SOLICITING ACTIVITY</b>						
In which New Jersey municipalities have you solicited goods or services in the immediately preceding two years?						



**Solicitor License Application**  
Continued page 2 of 2

**Vernon Township**  
21 Church Street • Vernon, NJ 07462  
Tel: 973.764.4055, ext. 2234 • Fax: 973.764.6393  
www.vernontwp.com

MERCHANDISE/SERVICES INFORMATION					
Provide a brief description of the goods to be sold, services to be performed or nature of any proposed canvassing: <b>Fiber Optic Internet Service</b>					
Where are these goods manufactured/prepared/produced?					
Where are these goods currently located?					
In the case of foodstuffs, please indicate the date a food handler's certificate was obtained:					
What is your proposed method of delivery? If a vehicle is to be used, please complete the next section.					
VEHICLE INFORMATION					
Year <b>2023</b>	Make <b>Chevy</b>	Model <b>Colorado</b>	Color <b>White</b>	Size <b>Mid</b>	License Plate #/State <b>[REDACTED]</b>
Insurance Company <b>Unitel - Unico RUP Program</b>			Insurance Policy # <b>[REDACTED]</b>		

**The following items must be included with this application:**

1. Two photographs of the applicant, taken no more than sixty days prior to the date of application, at least two inches by three inches showing the head and shoulders of the applicant in a clear and distinguishing manner.
2. A photocopy of the applicant's valid driver's license.
3. A copy of the certificate of authority to collect sales tax issued by the state of New Jersey and sufficient proof to establish that said certificate of registration has been filed with the state of New Jersey, Director of Taxation.

I hereby certify that the information contained in this application is complete, accurate and truthful to the best of my knowledge and belief. I understand that if any statement made is willfully false or incomplete, I may be subject to penalties as provided by law and have this application denied.

I hereby acknowledge that the provisions of Chapter 428 of Vernon Township's code entitled "Peddling and Soliciting" are understood and that if I violate any of the provisions, I am subject to appropriate penalties and/or license revocation.

I consent to Vernon Township's obtaining copies of my driving record from the appropriate public agency and Criminal History Record Information from the New Jersey State Police, State Bureau of Identification.

Date **12/10/25**

Signature **[Signature]**

FOR OFFICIAL USE ONLY					
FEE PAID	<b>\$145.00</b>	DATE REC'D	<b>12-11-25</b>		
CHIEF OF POLICE	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO DATE: <b>12-11-25</b>	TOWNSHIP COUNCIL	<input type="checkbox"/> YES <input type="checkbox"/> NO R #:		
LICENSE ISSUED	<input type="checkbox"/> YES <input type="checkbox"/> NO DATE:	LICENSE #			



**Vernon Township Police Department**  
**21 Church Street**  
**Vernon, NJ 07462**



**Daniel Young**  
**Chief of Police**

**973-764-6155**  
**Fax: 973-764-2518**

December 11, 2025

Re: Secaur, Ross

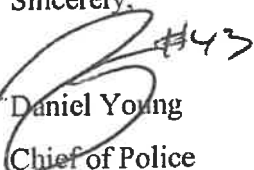
Solicitor Permit

Dear Ms. Gianattasio

We have checked the above named applicant for an arrest record in New Jersey and have found none. We are unable to do a national records check for this type of application.

Please feel free to contact me if any questions are raised or you have difficulty obtaining needed information from other agencies.

Sincerely,

#43  
Daniel Young  
Chief of Police

## TOWNSHIP OF VERNON

### RESOLUTION #26-24

#### DESIGNATING MEETING DATES OF THE TOWNSHIP COUNCIL FOR THE 2026 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 26	July 13 and 27
February 9 and 23	August 10 and 24
March 9 and 23	September 14 and 28
April 13 and 27	October 15* and 26
May 11 and 28*	November 9 and 23
June 8 and 22	December 14 and 28
January 15, 2027* (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 FURTHER 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.

**BE IT FURTHER RESOLVED**, P.L. 2025, c. 72 requires that starting March 1, 2026, municipalities publish their public notices on the municipal website. The Township of Vernon, County of Sussex, public notices will be available at <https://www.vernontwp.com/index.php/government/legal-notices> starting March 1, 2026, in compliance with P.L. 2025, c. 72.

#### CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

---

Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

**TOWNSHIP OF VERNON  
RESOLUTION #26-25**

**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 2026 at a not to exceed cost of \$27,820.80 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 2026; 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 \$27,820.80 are available as follows;

***Certification of Funds:***

<u>Account:</u>	<u>Amount:</u>
6-01-20-100-33Admin	\$1,987.20
6-01-22-195-38 Building	\$11,923.20
6-01-20-150-38 Assessor	\$1,987.20
6-01-25-265-38 Fire Prev.	\$5,961.60
6-01-21-181-38 Plan& Zoning	<u>\$5,961.60</u>
Not to exceed	\$27,820.80

CFO Signature: \_\_\_\_\_

*Subject to the Adoption of 2026 Budget*

**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 \$27,820.80 for the 2026 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.

**CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						



**Spatial Data Logic LLC**  
Roundtable Studios  
200 Connell Drive, Suite 1000,  
Berkeley Heights, NJ 07922  
+1 7323571280  
invoice@spatialdatalogic.com  
www.spatialdatalogic.com

# INVOICE

## BILL TO

Vernon Township  
21 Church Street  
P.O. Box 340  
Vernon NJ 07462-0340  
United States

## SHIP TO

Vernon Township  
Vernon Township, 21 Church Street  
Vernon NJ 07462-0340  
United States

**INVOICE #** SDL-001812

**DATE** 12/19/2025

**DUE DATE** 2/1/2026

## P.O NUMBER

Activity	Quantity	Unit Price	Amount
<b>NJ-EL</b> Enterprise License TERM: 1/2/2026 - 1/1/2027	14	\$1,987.20	\$27,820.80

BALANCE DUE

**\$27,820.80**

**Our preferred payment method is ACH. Please remit all payments as follows:**

Bank Name : Bridge Bank, A Division of Western Alliance  
Account Name : Spatial Data Logic LLC  
Account Number : 08837578576  
ABA Routing Number: 121143260

If necessary, checks can be sent to the following address:

Spatial Data Logic LLC  
PO BOX 8089  
Carol Stream, IL 60197-8089  
Make checks payable to: Spatial Data Logic LLC  
Fax number : 732-357-1299

## **TOWNSHIP OF VERNON**

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

#### **RESOLUTION TO ADOPT A CASH MANAGEMENT PLAN-2026**

**BE IT RESOLVED** by the Township Council of the Township of Vernon, County of Sussex, that for the year 2026, 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.

### **CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

---

Marcy Gianattasio, RMC, CMR  
Municipal Clerk



**VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

**TOWNSHIP OF VERNON**

**RESOLUTION #26-27**

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

**WHEREAS**, the consultants of Phoenix Consulting Group LLC was appointed as Special Counsel Chief Financial Officer via Resolution #25-261 and

**WHEREAS**, the amount of fees for their services was estimated at \$12,000.00; and

**WHEREAS**, the amount of fees for their services requires an increase due to the extension of time where services are needed to continue serving as Chief Financial Officer; and

**WHEREAS**, the balance remaining on the not-to-exceed limitation will be insufficient to fund the remaining work until the next Chief Financial Officer begins employment; and

**WHEREAS**, the Chief Financial Officer has certified funds are available in the amount of \$8,000.00 for this purpose in account/line-item number 5-01-20-130-20 and 6-01-20-130-20 Finance Other Expenses.

**NOW THEREFORE BE IT RESOLVED**, by the Township Council of the Township of Vernon that an additional not-to-exceed limitation in the amount of \$8,000.00 is hereby approved for Phoenix Consulting Group LLC (a total annual amount not to exceed \$20,000) for Chief Financial Officer services.

**CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

**TOWNSHIP OF VERNON**

**RESOLUTION #26-28**

**RESOLUTION ADOPTING TEMPORARY BUDGET FOR THE TOWNSHIP OF  
VERNON**

**Temporary Budget Appropriations for Year 2026**

**WHEREAS**, the New Jersey Statutes 40A:4-19 provides that the temporary appropriations should be made for the purposes and amounts required in the manner and time therein provided; and

**WHEREAS**, the date of this resolution is within the first thirty days of January 2026; and

**WHEREAS**, 35% of the total appropriations in the 2025 budget exclusive of any appropriations made for Debt Service, Public Assistance, or Capital Improvement Fund in the said 2025 budget is the sum of \$9,477,047.66; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Township of Vernon, that the temporary appropriations be made as follows:

Description	Temporary Appropriations
GENERAL ADMINISTRATION - S&W	\$ 64,750.00
GENERAL ADMINISTRATION - O/E	\$ 55,107.50
MAYOR & COUNCIL - S&W	\$ 15,750.00
MAYOR & COUNCIL - O/E	\$ 2,152.50
LEGAL SERVICES - O/E	\$ 98,000.00
ENGINEERING SERVICES - O/E	\$ 10,500.00
TECHNOLOGY - O/E	\$ 13,300.00
ECONOMIC DEVELOPMENT O/E	\$ 875.00
ENVIRONMENTAL COMMISSION S&W	\$ 175.00
ENVIRONMENTAL COMMISSION O/E	\$ 175.00
HISTORIC PRESERVATION S&W	\$ 700.00
HISTORIC PRESERVATION O/E	\$ 175.00
BEAUTIFICATION COMMITTEE O/E	\$ 3,500.00
CLERK - S&W	\$ 70,700.00
CLERK - O/E	\$ 15,470.00
FINANCE - S&W	\$ 92,500.00
FINANCE - O/E	\$ 11,625.00
AUDIT SERVICES	\$ 17,150.00
COLLECTION OF TAXES - S&W	\$ 51,250.00
COLLECTION OF TAXES - O/E	\$ 8,785.00
ASSESSMENT OF TAXES - S&W	\$ 82,250.00
ASSESSMENT OF TAXES - O/E	\$ 26,267.50
LAND USE BOARD - S & W	\$ 66,500.00
LAND USE BOARD - O/E	\$ 18,025.00
BUILDING DEPARTMENT - S&W	\$ 182,000.00
BUILDING DEPARTMENT - O/E	\$ 7,962.50

GROUP INSURANCE - O/E	\$	1,200,000.00
GROUP INSURANCE - BENEFIT WAIVER	\$	15,000.00
OTHER INSURANCE - O/E	\$	450,000.00
WORKERS COMP. INSURANCE - O/E	\$	250,000.00
POLICE DEPARTMENT - S & W	\$	1,200,000.00
POLICE DEPARTMENT - O/E	\$	54,907.00
RADIO COMMUNICATIONS - S&W	\$	125,266.25
RADIO COMMUNICATIONS - O/E	\$	2,250.00
EMERGENCY MANAGEMENT - S&W	\$	4,000.00
EMERGENCY MANAGEMENT - O/E	\$	1,000.00
ANIMAL CONTROL - S&W	\$	39,500.00
ANIMAL CONTROL - O/E	\$	7,000.00
VOLUNTEER EMERGENCY SERVICES	\$	115,000.00
FIRE PREVENTION - S&W	\$	75,600.00
FIRE PREVENTION - O/E	\$	10,000.00
ROAD REPAIRS - S&W	\$	398,750.00
ROAD REPAIRS & MAINT. - O/E	\$	95,750.00
STORM/SNOW OPERATIONS S&W	\$	90,000.00
STORM/SNOW OPERATIONS - O/E	\$	250,000.00
RECYCLING S&W	\$	15,000.00
RECYCLING - O/E	\$	4,500.00
BUILDINGS & GROUNDS - S&W	\$	19,950.00
BUILDINGS & GROUNDS - O/E	\$	51,975.00
FLEET MANAGEMENT - S&W	\$	81,250.00
FLEET MANAGEMENT - O/E	\$	118,125.00
MAINTENANCE OF PARKS - S&W	\$	68,750.00
MAINTENANCE OF PARKS - O/E	\$	15,750.00
SEN CITIZENS - S&W	\$	31,500.00
SEN. CITIZENS - ACTIVITIES -O/E	\$	24,237.50
RECREATION - S&W	\$	32,200.00
RECREATION - O/E	\$	28,096.25
MUNICIPAL COURT - S&W	\$	52,125.00
MUNICIPAL COURT - O/E	\$	2,660.00
TWP. PROSECUTOR	\$	11,900.00
SHARED SERVICE - RADIO COMMUNICATIONS	\$	3,750.00
SHARED SERVICE - SCHOOL GASOLINE	\$	3,750.00
SHARED SERVICE - ANIMAL CONTROL	\$	20,000.00
SHARED SERVICE - FINANCIAL ADMINISTRATION	\$	12,035.00
SHARED SERVICES - SENIOR CITIZENS	\$	6,925.00
UTILITIES O/E	\$	140,750.00
SEWER UTILITY-SCMUA	\$	725,000.00
SOCIAL SECURITY - O/E	\$	187,500.00
PERS	\$	689,899.00
PFRS	\$	1,443,566.00
DEFINED CONTRIB RETIREMENT PROGRAM	\$	2,000.00
MUNICIPAL SERVICES ACT	\$	300,000.00
TOTAL IN CAP APPROPRIATIONS	\$	9,392,862.00

CAPITAL IMPROVEMENT FUND	\$	250,000.00
CAPITAL VEHICLES	\$	152,000.00
PAYM OF BOND PRIN - O/E	\$	1,315,000.00
INTEREST ON BONDS - MISCELLANEOUS	\$	37,100.00
TOTAL OUTSIDE CAP APPROPRIATIONS	\$	1,754,100.00
<b>TOTAL TEMPORARY BUDGET APPROPRIATIONS</b>	<b>\$</b>	<b>11,146,962.00</b>

### CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
 Marcy Gianattasio, RMC, CMR  
 Municipal Clerk

### VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

**VERNON TOWNSHIP**

**RESOLUTION #26-29**

**RESOLUTION AUTHORIZING VERNON TOWNSHIP TO  
EXECUTE A SHARED SERVICE AGREEMENT  
BETWEEN THE TOWNSHIP OF VERNON AND THE  
VERNON TOWNSHIP MUNICIPAL UTILITIES  
AUTHORITY FOR THE PROVISION OF FINANCIAL  
CLERICAL SUPPORT SERVICES**

**WHEREAS**, the Vernon Township Municipal Utilities Authority (“VTMUA”) is a public body politic and corporate constituting a political subdivision of the State established as an instrumentality exercising public and essential governmental functions to provide for the public health and welfare, established pursuant to N.J.S.A. 40:14B-1, *et seq.*; and

**WHEREAS**, the Township of Vernon (“Vernon”) is a municipal corporation of the State of New Jersey, with offices located at 21 Church Street, Vernon, New Jersey 07462; and

**WHEREAS**, the VTMUA and Vernon currently share certain services pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, *et seq.* (the “Act”); and

**WHEREAS**, the Township and the VTMUA have a need for certain financial clerical support services to be performed for each entity, which are outlined in the Shared Service Agreement for Financial Support Services; and

**WHEREAS**, the Township has agreed to share the cost of employees for financial clerical support services with the VTMUA; and

**WHEREAS**, the Township of Vernon is willing to provide by contract the financial clerical support services requested by the VTMUA for a five-year period at the following rates per year:

For the period of January 1, 2026 through December 31, 2026 shall be FORTY-EIGHT THOUSAND, ONE HUNDRED FORTY DOLLARS (\$48,140.00).

For the period of January 1, 2027 through December 31, 2027, the cost for services shall be FIFTY THOUSAND, SIX HUNDRED DOLLARS (\$50,600.00).

For the period of January 1, 2028 through December 31, 2028, the cost for services shall be FIFTY-TWO THOUSAND, FIFTY DOLLARDS (\$52,050.00).

For the period of January 1, 2029 through December 31, 2029, the cost for services shall be FIFTY-FIVE THOUSAND, FIVE HUNDRED FIFTY-FIVE DOLLARS (\$55,555.00).

For the period of January 1, 2030 through December 31, 2030, the cost for services shall be FIFTY-EIGHT THOUSAND, TWO HUNDRED NINETY-SIX DOLLARDS (\$58,296.00).

**WHEREAS**, upon adoption of this Resolution, the Township will reduce the rights and obligations of the other to writing in the form of a shared service agreement (the “Agreement”); and

**WHEREAS**, the Agreement is authorized under N.J.S.A. 40A:65-1, *et seq.*

**NOW THEREFORE IT BE RESOLVED** by the Township Council of the Township of Vernon, that the Shared Service Agreement for the provision of financial clerical support services as outlined above between the Township of Vernon and the Vernon Township Municipal Utilities Authority is hereby approved.

**BE IT FURTHER RESOLVED** that the Township Council of the Township of Vernon hereby authorize and direct the Mayor or Business Administrator to execute the Agreements and that a copy of said Agreements be kept on file in the office of the Clerk.

#### **CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

#### **VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

## INTERLOCAL SERVICE AGREEMENT For FINANCIAL SUPPORT SERVICES

This Agreement, effective the 1 day of January, of the year 2026, is made by and between the Township of Vernon, a municipal corporation of the State of New Jersey ("Township") and the Vernon Township Municipal Utilities Authority, a municipal utilities authority established pursuant to N.J.S.A. 40:14B-1 et seq. ("VTMUA").

The Township and the VTMUA, each in consideration of the agreements on the part of the other set forth below, agree as follows:

1. Description of Services Provided.

The Township shall provide VTMUA with the following services:

- A. Maintain all accounting functions of the VTMUA in electronic format
- B. Maintain a fixed assets accounting system and depreciation ledger
- C. Reconcile monthly bank statements
- D. Manage of escrow accounts
- E. Mail annual billing and quarterly delinquent notices (postage reimbursed)
- F. Maintain an encumbrance purchasing system (as part of the electronic accounting system)
- G. Maintain all vendor records
- H. Processes incoming payments/deposits on Edmunds system
- I. Prepares and makes daily deposits in/to the Tax Department
- J. Maintains records and account files on Edmunds
- K. Provides customer service in person and on phone related to billing
- L. Complete all tasks for Tax Sale for sewer fees including redemptions of liens
- M. Process mail and provide office space, computer resources and tools necessary to accomplish these tasks for VTMUA remote employees

2. Computer software. The VTMUA will be responsible for the cost of purchasing and maintaining computer software and computer maintenance necessary to perform the above-mentioned services (on a reimbursement basis if needed).

3. Cost of Services. The cost for services under this contract for the period of January 1, 2026 through December 31, 2026 shall be FORTY-EIGHT THOUSAND, ONE HUNDRED FORTY DOLLARS (\$48,140.00). For the period of January 1, 2027 through December 31, 2027, the cost for services shall be FIFTY THOUSAND, SIX HUNDRED DOLLARS (\$50,600.00). For the period of January 1, 2028 through December 31, 2028, the cost for services shall be FIFTY-TWO THOUSAND, FIFTY DOLLARDS (\$52,050.00). For the period of January 1, 2029 through December 31, 2029, the cost for services shall be FIFTY-FIVE THOUSAND, FIVE HUNDRED FIFTY-FIVE DOLLARS (\$55,555.00). For the period of January 1, 2030 through December 31, 2030, the cost for services shall be FIFTY-EIGHT THOUSAND, TWO HUNDRED NINETY-SIX DOLLARDS (\$58,296.00)



4. Payment for Services. For the contract term, VTMUA shall pay the sum of \$48,140.00, \$50,600.00, \$52,050.00, \$55,555.00 & \$58,296.00 respectfully on a quarterly basis payable March 15<sup>th</sup>, June 15<sup>th</sup>, September 15<sup>th</sup> and December 15<sup>th</sup> to the Township in consideration of performance of the aforementioned services. Additional costs such as postage, federal express, etc., will be billed on a quarterly basis. The Township will issue one annual bill for such services detailing the quarterly payments.
5. Assurance of Qualified Services. The Township shall take all necessary and available measures to ensure that services to the VTMUA hereunder are in compliance with all applicable rules and regulations promulgated by the VTMUA, all applicable ordinances, regulations, statutes and professional standards of all entities properly vested with jurisdiction regarding the services that are the subject of this Agreement.
6. Term of Agreement. This Agreement shall be for a term of five (5) consecutive years, commencing January 1, 2026 and concluding on December 31, 2030.
7. Review of Agreement. In September of each year that this Agreement is in effect, the parties shall review and evaluate the nature and sufficiency of the services rendered hereunder and the consideration paid for said services.
8. Termination. Either party may terminate this Agreement at any time by providing written notice to the other party by confirmed mail delivery to the other party at each party's respective municipal building no less than three (3) months prior to the date of termination. Upon termination of this Agreement, the Township will return all files and records of the VTMUA, in whatever form, to the VTMUA.
9. Confidentiality of VTMUA Records. The Township will maintain the VTMUA's records at the Vernon Township municipal building. Each party recognizes and acknowledges that it may have access to certain confidential information of the other party, (e.g., employment, operations, financial records, and related data) which is not otherwise publicly available (the "Confidential Information"). Each party will treat as confidential all Confidential Information of the other party; will implement reasonable procedures to prohibit the disclosure, unauthorized duplication, use, misuse, or removal of the other party's Confidential Information; and will not use or disclose such Confidential Information, unless such information becomes generally known through no fault of the disclosing party, or unless, such party is required by law to disclose such Confidential Information.
10. Indemnification & Defense of Municipal Finance Department Personnel. In the event the Tax Collector or any of the municipal personnel of the Township are named as parties in any claim, proceeding, litigation, lawsuit or similar matter involving a matter concerning VTMUA, VTMUA shall provide the defense for the Township's employee and shall also be responsible for indemnifying the employee(s) and/or Township for any damages awarded against the employee(s) and/or Township to the extent that the proceeding, litigation or lawsuit is not the result of any action or inaction directly attributable to the Township. If Township and VTMUA are co-defendants, the defense costs and damages, if any are awarded, shall be borne based on the percentage liability attributable to each party.

In the event the VTMUA or any of the VTMUA personnel, professionals and/or commissioners (hereinafter collectively referred to as "VTMUA Agents") are named as parties in any claim, proceeding, litigation, lawsuit or similar matter involving a matter concerning the Township or the Township's employee(s) whose services are provided under this Agreement, Township shall provide the defense for the VTMUA Agents and/or VTMUA and shall also be responsible for indemnifying the VTMUA Agents and/or VTMUA for any damages awarded against the VTMUA Agents and/or VTMUA to the extent that the proceeding, litigation or lawsuit is not the result of any action or inaction directly attributable to the VTMUA Agents and/or VTMUA. If Township and VTMUA Agents and/or VTMUA are co-defendants, the defense costs and damages, if any are awarded, shall be borne based on the percentage liability attributable to each party.

In witness whereof, the parties execute this Agreement on the dates below:

**TOWNSHIP OF VERNON**

Date: \_\_\_\_\_ Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
Anthony Rossi, Mayor

**VERNON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

Date: \_\_\_\_\_ Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
Paul Kearney, Chairman

**VERNON TOWNSHIP**

**RESOLUTION #26-30**

**RESOLUTION AUTHORIZING THE TOWNSHIP OF  
VERNON TO EXECUTE A SHARED SERVICE  
AGREEMENT BETWEEN THE TOWNSHIP OF VERNON  
AND THE VERNON TOWNSHIP MUNICIPAL UTILITIES  
AUTHORITY FOR THE PROVISION OF DPW  
EMERGENCY SERVICES**

**WHEREAS**, the Vernon Township Municipal Utilities Authority (“VTMUA”) is a public body politic and corporate constituting a political subdivision of the State established as an instrumentality exercising public and essential governmental functions to provide for the public health and welfare, established pursuant to N.J.S.A. 40:14B-1, *et seq.*; and

**WHEREAS**, the Township of Vernon (“Vernon”) is a municipal corporation of the State of New Jersey, with offices located at 21 Church Street, Vernon, New Jersey 07462; and

**WHEREAS**, the VTMUA and Vernon currently share certain services pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, *et seq.* (the “Act”); and

**WHEREAS**, the parties have reduced the rights and obligations of the other to writing in the form of a shared service agreement (the “Agreement”), which Agreement is attached hereto and made a part hereof; and

**WHEREAS**, said Agreement with the Township of Vernon are for DPW emergency services; and

**WHEREAS**, the Agreement is authorized under N.J.S.A. 40A:65-1, *et seq.*

**NOW THEREFORE IT BE RESOLVED** by the Township Council of the Township of Vernon, that the Shared Service Agreements for the provision of DPW emergency services as outlined in the Agreement between the Township of Vernon and the Vernon Township Municipal Utilities Authority is hereby approved.

**BE IT FURTHER RESOLVED** that the Township Council of the Township of Vernon hereby authorize and direct the Mayor or Business Administrator to execute the Agreements and that a copy of said Agreements be kept on file in the office of the Clerk.

## CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

### VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

**SHARED SERVICE AGREEMENT BY AND BETWEEN  
THE TOWNSHIP OF VERNON  
AND  
THE VERNON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

THIS SHARED SERVICE AGREEMENT (“Agreement”) is entered into this 1 day of January, 2026, by and between the Township of Vernon (“Township”), a public body corporate and politic of the State of New Jersey with offices located at 21 Church Street, Vernon, NJ 07462, and the Vernon Township Municipal Utilities Authority (“VTMUA”), a body politic and corporate of the State of New Jersey, with offices located at 21 Church Street, Vernon, NJ 07462.

In consideration of the covenants and promises contained in the Agreement, the Township and VTMUA agree as follows:

**RECITALS**

**WHEREAS**, the VTMUA is the recognized servicer of the Township’s wastewater infrastructure (the “System”); and

**WHEREAS**, there may be times when the VTMUA will need to utilize the Township’s employees to assist the VTMUA in servicing the System, typically on an emergency basis and when the VTMUA’s employees are not otherwise available or the incident requires additional persons in order to adequately address the situation in a timely manner and to so preserve the integrity of the System; and

**WHEREAS**, the Township has agreed to make its employees available to the VTMUA in such circumstances and when requested by the VTMUA provided that the costs to the Township in providing such assistance shall be borne by the VTMUA on a reimbursable basis (the “Services”); and

**WHEREAS**, the Township’s Department of Public Works has the skill and resources to perform the Services; and

**WHEREAS**, the VTMUA has agreed to reimburse for the time and materials to the Township in performing the Services on an emergency, as needed basis.

**NOW THEREFORE**, in consideration of the mutual covenants, conditions and Agreements contained herein, the VTMUA and Township agree as follows:

**1. RECITALS.**

The above recitals are incorporated into the Agreement.

2. **TERM.** The term of the Agreement shall be for one (1) year, commencing January 1, 2026 and expiring December 31, 2030.
3. **SCOPE OF WORK.** The Township agrees to direct its Department of Public Works to provide Services to the VTMUA when requested by the VTMUA.
4. **DIRECTION OF WORK.** The VTMUA, through its employees, shall identify with specificity the Services to be performed by the Township. The Township employees shall perform the Services in a safe and workmanlike manner in accordance with the direction provided to them by the VTMUA.
5. **CONSIDERATION.** The VTMUA agrees to compensate the Township for its time and materials necessary to complete the work outlined in this Agreement. At all times, the Township shall make every effort to provide to the VTMUA employees with the lowest hourly rate who are capable of performing the Services.
6. **INDEMNIFICATION.** The VTMUA hereby agrees to save, indemnify and hold harmless the Township, its agents, and assigns, against any and all claims, obligations, judgments, demands for damages and expenses, including attorneys' fees, brought against the Township arising out of or in connection to the Township's work in performing the Services.

This Agreement is entered into the day and year first written above.

Attest:

**VERNON TOWNSHIP MUNICIPAL  
UTILITIES AUTHORITY**

By: \_\_\_\_\_

By: \_\_\_\_\_  
Paul Kearney  
VTMUA Chair

Dated: \_\_\_\_\_

Attest:

**VERNON TOWNSHIP**

By: \_\_\_\_\_

By: \_\_\_\_\_  
Mayor Anthony Rossi

Dated: \_\_\_\_\_

**TOWNSHIP OF VERNON**

**RESOLUTION #26-31**

**RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED  
SERVICE AGREEMENT WITH THE TOWNSHIP OF VERNON FOR  
THE PROVISION OF SNOWPLOWING SERVICES ON AN AS NEEDED  
BASIS**

**WHEREAS**, the Vernon Township Municipal Utilities Authority (“VTMUA”) is located within and operates with the municipal boundaries of the Township of Vernon (“Township”); and

**WHEREAS**, the VTMUA employs certain personnel and owns certain equipment, both of which are utilized in the day-to-day operations of the VTMUA including, among other things, snow removal and pretreatment/treatment for ice; and

**WHEREAS**, the Township’s Department of Public Works, among other things, performs snow removal and ice pretreatment/treatment on roads and parking lots; and

**WHEREAS**, the Township has requested that the VTMUA assist the Township in the clearing of snow and/or pretreatment/treatment for ice on roads and parking lots located within the Township; and

**WHEREAS**, VTMUA is able and willing to assist the Township as detailed above provided that it be made whole for the costs associated with same; and

**WHEREAS**, the Township has agreed to same and will prepare and present a shared service agreement detailing the rights and obligations of the parties, which, at a minimum, will contain the obligation of the Township to pay the VTMUA the hourly rate for its employee utilized to perform snow removal and ice treatment/pretreatment services, along with ancillary costs such as fuel, insurance, etc. as needed and subject to the VTMUA’s negotiation; and

**WHEREAS**, VTMUA desires to execute a shared services agreement as detailed above.

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

1. A shared services arrangement as detailed above is hereby approved.
2. The Chair of the VTMUA is hereby authorized and directed to execute a shared services agreement memorializing the terms and conditions above, subject to review by the VTMUA attorney.
3. A copy of the Agreement and this Resolution shall be sent to the State of New Jersey, Division of Local Government Services in the Department of Community Affairs.
4. This Resolution shall take effect immediately upon adoption according to law.

## CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

---

Marcy Gianattasio, RMC, CMR  
Municipal Clerk

### VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						



**SHARED SERVICE AGREEMENT BY AND BETWEEN  
THE TOWNSHIP OF VERNON  
AND  
THE VERNON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

THIS SHARED SERVICE AGREEMENT (“Agreement”) is entered into this 1 day of January, 2026, by and between the Township of Vernon (“Township”), a public body corporate and politic of the State of New Jersey with offices located at 21 Church Street, Vernon, NJ 07462, and the Vernon Township Municipal Utilities Authority (“VTMUA”), a body politic and corporate of the State of New Jersey, with offices located at 21 Church Street, Vernon, NJ 07462.

In consideration of the covenants and promises contained in the Agreement, the Township and VTMUA agree as follows:

**RECITALS**

**WHEREAS**, the Township’s Department of Public Works, performs snow removal and ice pretreatment/treatment on roads and parking lots; and

**WHEREAS**, there may be times when the Township will need additional personnel and equipment for snow removal services, typically on an emergency basis when the Department of Public Works requires additional persons in order to adequately address snow removal in a timely manner and to address the health, safety and welfare of the community; and

**WHEREAS**, the Vernon Township Municipal Utilities Authority (the “VTMUA”) has agreed to make its employee available to the Township in such snow removal emergent circumstances and when requested by the Township provided that the costs to the VTMUA in providing such assistance shall be borne by the Township on a reimbursable basis (the “Services”); and

**WHEREAS**, the VTMUA has the skill and resources to perform the Services; and

**WHEREAS**, the Township has agreed to reimburse for the time and materials to the VTMUA in performing the Services on an emergent, as needed basis.

**NOW THEREFORE**, in consideration of the mutual covenants, conditions and Agreements contained herein, the Township and VTMUA agree as follows:

1. **RECITALS.** The above recitals are incorporated into the Agreement.
2. **TERM.** The term of the Agreement shall be for five (5) years, commencing January 1, 2026 and expiring December 31, 2030.

3. **SCOPE OF WORK.** The VTMUA agrees to direct its employee to provide Services to the Township when requested by the Township.
4. **DIRECTION OF WORK.** The Township, through its employees, shall identify with specificity the Services to be performed by the VTMUA. The VTMUA employee shall perform the Services in a safe and workmanlike manner in accordance with the direction provided to them by the Township.
5. **CONSIDERATION.** The Township agrees to compensate the VTMUA for its time, overhead expenses, and materials necessary to complete the work outlined in this Agreement.
6. **INDEMNIFICATION.** The Township hereby agrees to save, indemnify and hold harmless the VTMUA, its agents, and assigns, against any and all claims, obligations, judgments, demands for damages and expenses, including attorneys' fees, brought against the VTMUA arising out of or in connection to the VTMUA's work in performing the Services.

This Agreement is entered into the day and year first written above.

Attest:

**VERNON TOWNSHIP MUNICIPAL  
UTILITIES AUTHORITY**

By: \_\_\_\_\_

By: \_\_\_\_\_  
Paul Kearney  
VTMUA Chair

Dated: \_\_\_\_\_

Attest:

**VERNON TOWNSHIP**

By: \_\_\_\_\_

By: \_\_\_\_\_  
Mayor Anthony Rossi

Dated: \_\_\_\_\_

# **TOWNSHIP OF VERNON**

## **RESOLUTION #26-32**

### **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  
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.

### **CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

### **VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

**TOWNSHIP OF VERNON**

**RESOLUTION #26-33**

**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 2026, 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: 6-01-25-240-20 and 6-01-25-260-20

**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 2026 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.

<p>Certification of Funds Amount: not to exceed \$28,000.00 Accounts: 6-01-25-240-20 &amp; 6-01-25-260-20  CMFO Signature: _____</p>
--

**CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

**TOWNSHIP OF VERNON**

**RESOLUTION #26-34**

**RESOLUTION TO APPOINT A COUNCIL MEMBER LIAISON FOR  
DEVELOPMENT MATTERS IN VERNON TOWNSHIP**

**WHEREAS**, the Township Council may consider development projects and developers agreements as necessary,

**WHEREAS**, the Township Council may be required to make decisions by votes regarding development projects, developer's agreements and associated matters,

**WHEREAS**, it is beneficial and necessary for the Township Council to have direct, thorough, and accurate information to make prudent decisions in the best interest of the Township,

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

**Section 1.** The Township Council hereby appoints Councilman Patrick Rizzuto, or his designee, as the Council's liaison for development matters and he shall attend all meetings with developers scheduled by the mayor, the developers, the council, the municipal clerk and all participating attorneys.

**Section 2.** This appointment will be for a two-year term ending on January 15, 2028.

**Section 3.** Council liaison Patrick Rizzuto, or his designee, shall be included and copied on all correspondence, emails, text messages, phone calls and any and all methods of communication by the mayor, the developers, the council, the municipal clerk and participating attorneys between the Township and the developers.

**Section 4.** The Council liaison, or his designee, will report all pertinent information, progress, and plans regarding the content of such meetings to the council in a timely manner.

**CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						





**Township of Vernon**

**Resolution #26-36**

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

**WHEREAS**, the Township of Vernon (“Township”) has a need for an 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**, Chirag D. Mehta, 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 Chirag D. Mehta, 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**, Chirag D. Mehta, Esq. will complete and submit a Business Entity Disclosure Certification for Non-Fair and Open Contract which certifies that he 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 Chirag D. Mehta, 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. Chirag D. Mehta, Esq. is hereby appointed as Municipal Prosecutor for one (1) year from January 15, 2026 to January 14, 2027 and the Mayor is authorized to execute a non-fair and open contract 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.

### **CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

### **VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

**Township of Vernon**

**Resolution #26-37**

**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**, Maxwell J. Smith, 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 Maxwell J. Smith, 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**, Maxwell J. Smith, Esq. will complete and submit a Business Entity Disclosure Certification for Non-Fair and Open Contract which certifies that he 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 Maxwell J. Smith, 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. Maxwell J. Smith, Esq. is hereby appointed as Alternate Municipal Prosecutor for one (1) year from January 15, 2026 to January 14, 2027 and the Mayor is authorized to execute a non-fair and open contract 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.

**CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

**Township of Vernon**

**Resolution #26-38**

**RESOLUTION OF THE TOWNSHIP OF VERNON  
APPOINTING AN 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:12-27, a municipality may employ an attorney-at-law as a Municipal Public Defender 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**, John C. Grey, 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, 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, Esq. will complete and submit a Business Entity Disclosure Certification for Non-Fair and Open Contract which certifies that he 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, 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, Esq. is hereby appointed as Municipal Public Defender for one (1) year from January 15, 2026 to January 14, 2027 and the Mayor is authorized to execute a non-fair and open contract 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.

### **CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

### **VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

**TOWNSHIP OF VERNON**

**RESOLUTION #26-39**

**AUTHORIZING THE VERNON TOWNSHIP COUNCIL TO APPROVE A PERSON-TO-PERSON TRANSFER OF LIQUOR LICENSE #1922-33-001-004**

**WHEREAS**, an application has been filed for a person-to-person transfer of a Plenary Retail Consumption License #1922-33-001-004, for the purpose of changing the name of licensee wherein the sale, service and storage of alcoholic beverages are authorized; and

**WHEREAS**, the submitted application form is complete in all respects, the transfer fees have been paid, and the license has been properly renewed for the current license term.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of Vernon does hereby approve, effective as of January 15, 2026 a person-to person transfer of the Plenary Retail Consumption License #1922-33-001-004, located at 1601 County Route 565 Vernon, NJ 07461, New Jersey to transfer from Drew's Tavern Inc., to The Leonard Inn Inc. as delineated in the application form.

**CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

**VERNON TOWNSHIP COUNCIL**

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						

# **TOWNSHIP OF VERNON**

## **RESOLUTION #26-40**

### **APPOINTMENT 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 1/14/2027

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

- a. Land Use Board Secretary

### **CERTIFICATION**

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

\_\_\_\_\_  
Marcy Gianattasio, RMC, CMR  
Municipal Clerk

### **VERNON TOWNSHIP COUNCIL**

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						



# **TOWNSHIP OF VERNON**

## **RESOLUTION #26-41**

### **RESOLUTION AUTHORIZING APPOINTMENT OF A CHIEF FINANCIAL OFFICER FOR VERNON TOWNSHIP**

**WHEREAS**, N.J.S.A. 40A:9-140.10 requires that “in every municipality there shall be a chief financial officer appointed by the governing body of the municipality”; and

**WHEREAS**, the Township Council shall also appoint a Chief Financial Officer, who shall serve as director of the Department of Finance, in accordance with Article IX, Section 5-46 of the Township Code (Ordinance #11-21); and

**WHEREAS**, N.J.S.A. 40A:9-140.10 further provides that the term of office of the chief financial officer “shall be four years, which shall run from January 1 in the year in which the chief financial officer is appointed”; and

**WHEREAS**, the position of Chief Financial Officer requires the officer filling the position to have obtained certification from the Department of Community Affairs, Division of Local Government Services; and

**WHEREAS**, Ms. Reiche has received her certification from the Department of Community Affairs, Division of Local Government Services; and

**WHEREAS**, the Township of Vernon wishes to appoint Ms. Patricia Reiche as the Chief Financial Officer with term ending on December 31, 2029.

**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. Ms. Reiche’s term is to commence effective February 2, 2026, in accordance with the requirements of N.J.S.A. 40A: 9-140.10, and shall continue until December 31, 2029.
2. Ms. Reiche shall receive annual compensation as set forth in the Township municipal salary ordinance, and shall give bond for the faithful performance of her duties, the bond to be paid for by the Township.
3. Ms. Reiche shall perform and discharge all of the functions, powers, and duties prescribed for the Chief Financial Officer in the Township Code and other applicable laws.

## CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.

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Marcy Gianattasio, RMC, CMR  
Municipal Clerk

### VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Higgins, W.						
Ooms, S.						
Rizzuto P.						
Sparta, B.						