Borough of Farmingdale
Reorganization Meeting of the Governing Body
Community Center • 13 Asbury Avenue
Tuesday, January 7, 2025 at 6:00 pm

1. CALL TO ORDER

2. ADMINISTRATION OF OATHS OF OFFICE
Councilmember Patrica Linszky (Term: 2025-2027)
Councilmember Kaaren Corallo (Term: 2025-2027)

3. OPEN PUBLIC MEETINGS ACT STATEMENT
The notice requirements provided for in the Open Public Meetings Act have been satisfied. Notice of this meeting was properly given by transmission to The Asbury Park Press, and by posting on the Borough website, at the Municipal Building, and filing with the Borough Clerk.

4. ROLL CALL
Mayor James A. Daly
Councilmember Erich Brandl
Councilmember Kaaren Corallo
Councilmember George Dyevoich
Councilwoman Patricia Linszky
Councilmember Colleen Sagan
Councilmember Don Steinfeld

5. FLAG SALUTE

6. ADMINISTRATION OF OATHS OF OFFICE
Fire Department Chief Robert Lewis
Fire Department 1st Assistant Chief Dustin Cotta
Fire Department Captain Dustin Brandl
Fire Department Lieutenant Nelson Melendez

7. NEW BUSINESS
A. Resolutions – *roll call vote*

1) **Resolution 2025-01** - Confirming Appointment of Council President
   Oath of Office - Council President
2) **Resolution 2025-02** - Confirming The Mayor's Appointments of Councilmembers to Council Committees
3) **Resolution 2025-03** - Confirming Employee Appointed Positions
4) **Resolution 2025-04** - Confirming Appointments to Certain Volunteer Positions
5) **Resolution 2025-05** - Auth. Appointment of Borough Professionals and Execution of Contracts for Services

B. Consent Agenda Resolutions *– roll call vote*

All matters listed hereunder are considered to be routine and will be enacted in one motion. Any member of the Governing Body may request an item be removed for separate consideration.

1) **Resolution 2025-06** - Confirming the Annual Meeting Schedule of the Governing Body of the Borough of Farmingdale
2) **Resolution 2025-07** - Auth. The Rules of Conduct and Fixing the Order of Business for Meetings
3) **Resolution 2025-08** - Auth. The Designation of the Official Newspapers for the Borough of Farmingdale
4) **Resolution 2025-09** - Auth. the Designation of Bank Depositories
5) **Resolution 2025-10** - Auth. Adoption of a Cash Management Plan
6) **Resolution 2025-11** - Fixing the Rate of Interest to be Charged on Delinquent Taxes, Assessments, and Sewer Maintenance Fees
7) **Resolution 2025-12** - Auth. Cancellation of Miscellaneous Balances and/or Charges and Outstanding Checks
8) **Resolution 2025-13** - Auth. Temporary Budget
9) **Resolution 2025-14** - Affirming the Borough of Farmingdale's Civil Rights Policy and Approving the Civil Rights Complaint Form
10) **Resolution 2025-15** - Auth. Electronic Transfer of Funds
11) **Resolution 2025-16** - Auth. Prepayment of Certain Bills
12) **Resolution 2025-17** - Establishing Observed Holidays
13) **Resolution 2025-18** - Auth. Governing Body Certification of Compliance with US EEOC Guidelines Under Title VII of the Civil Rights Act of 1964
14) **Resolution 2025-19** - Declaring Farmingdale as a Stigma Free Community
15) **Resolution 2025-20** - Auth. All Unexpended 2024 Budget Appropriations Be Placed in Reserve
16) **Resolution 2025-21** - Cancelling Tax and Utility Overpayments or Delinquent Amounts under $10.00 as Deemed Necessary
17) **Resolution 2025-22** - Annual Planning Board Meeting Schedule
18) **Resolution 2025-23** - Fixing and Determining 2025 Salaries

8. Public Participation

9. Adjourn

The next meeting of the Governing Body will be in the Community Center immediately follow the close of the reorganization meeting.

RESOLUTION 2025-01

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

CONFIRMING APPOINTMENT OF COUNCIL PRESIDENT

BE IT RESOLVED, that the appointment of Patricia A. Linszky to Council President of the Governing Body of the Borough of Farmingdale for the one-year term of January 1, 2025 – December 31, 2025, as made by the Mayor is hereby confirmed.

RESOLUTION 2025-02

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

CONFIRMING THE MAYOR'S APPOINTMENTS OF COUNCILMEMBERS TO COUNCIL COMMITTEES

BE IT RESOLVED that the following appointments to COUNCIL COMMITTEES for the one-year term of January 1, 2025 – December 31, 2025 as made by the Mayor, are hereby confirmed:

WATER AND SEWER

Chairperson: Council President Patricia Linszky
Councilmember Erich Brandl
Councilmember Colleen Sagan

- Water Collection
- Sewer Department
- Utility Capital Planning
- Liaison: Fire Department
- Liaison: Manasquan River Regional Sewer Authority

STREETS AND ROADS

Chairperson: Councilmember George Dyevoich
Councilmember Kaaren Corallo
Councilmember Erich Brandl

- Borough Roads and Road Program Planning
- Recycling Programs - Coordination & Grants
- Streetlights
- Borough Engineer

BUILDINGS AND GROUNDS

Chairperson: Councilmember Erich Brandl
Councilmember George Dyevoich
Council President Patricia Linszky

- Public Works
- Community Center
- Borough Hall
- Borough Buildings
- Borough Properties Maintenance
- Public Properties Maintenance
- Code Enforcement

PARADE AND COMMUNITY RELATIONS

Chairperson: Colleen Sagan
Councilmember Don Steinfeld
Councilmember Kaaren Corallo

- Memorial Day Parade
- Tree Lighting Ceremony
- Community Improvement
- Downtown/Main Street Improvements
- Recreation Commission Liaison (C/
- School Board Liaison (C/

PERSONNEL & I.T.

Chairperson: Councilmember Don Steinfeld
Councilmember Colleen Sagan
Councilmember George Dyevoich

- Borough Employees
- Computer Hardware and Software
- Phones and Internet Services
- Dog/Cat Licenses & Canvassing
- Municipal Court Judge
- Prosecutor and Public Defender
- Construction Officials
- Zoning Officials

FINANCE, ORDINANCE & LEGAL

Chairperson: Kaaren Corallo
Council President Patricia Linszky
Councilmember Don Steinfeld

- Ordinances and Borough Code
- Affordable Housing
- Capital Planning
- Professional Contracts
- Shared Service Agreements

OEM AND PUBLIC SAFETY OVERSIGHT

Chairperson: Mayor James A. Daly and **Councilmember Erich Brandl**

RESOLUTION 2025-03
BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY
CONFIRMING EMPLOYEE APPOINTED POSITIONS

BE IT RESOLVED that the following employee appointments are hereby made by the Mayor for the below listed positions for the Borough of Farmingdale for the one-year term of January 1, 2025 – December 31, 2025, unless noted otherwise:

CHIEF FINANCIAL OFFICER	**Robbin Kirk** *(tenure)*
CONSTRUCTION OFFICIAL	**Stephen DeBrito** *(5-year term expires October 2027)*
CONSTRUCTION: Building Subcode Official	**Stephen DeBrito** *(5-year term expires November 2026)*
CONSTRUCTION: Electrical Subcode Official	**Jean Verrier** *(5-year term expires February 2028)*
CONSTRUCTION: Fire Subcode Official	**Brian Prochnow** *(5-year term expires June 2028)*
CONSTRUCTION: Plumbing Subcode Official	**Thomas Smith** (*5-year term expires April 2029)*
CONSTRUCTION: Technical Assistant	**Elizabeth Griffin**
FIRE INSPECTORS/FIRE OFFICIAL	**Shared Services Agreement** *(Howell Township)* *****
SDL TRAINER	**Robert Lewis**
CODE ENFORCEMENT	**Herb Neuhaus**
ZONING OFFICER	**Matthew Howard**
OFFICE OF EMERGENCY MANAGEMENT: Coordinator	**Nicholas Borillo**
OFFICE OF EMERGENCY MANAGEMENT: Deputy	**Victor Cook**
COURT ADMINISTRATOR	**Shared Services Agreement** *(Howell Township)* *****
MUNICIPAL COURT JUDGE	**James M. Newman** *(3-year term – expiring December 31, 2027)*
MUNICIPAL PROSECUTOR	**Richard Kelly**
CROSSING GUARD(s)	**Lisa Megill; James Costelloe; Jeanette Joyce; Donna Hinkel; Danielle Bonilla; Dolores Sherry; Mary Schmidt**
CROSSING GUARD(s) – Substitute	**Christopher Joyce; Thomas Joyce; Violet Erosh; Sarah Jean Paradise; John Joyce; Tom Manderachi**
DEPARTMENT OF PUBLIC WORKS: Supervisor	**Jon Steinbach**
DEPARTMENT OF PUBLIC WORKS: Laborer (FT)	**Nicholas Mineo**
DEPARTMENT OF PUBLIC WORKS - Laborers	**Christopher Daly, Samnest Roman, Jake Williams**
WATER & SEWER SUPERINTENDENT	**Shared Services Agreement** *(Freehold Township)*
WATER & SEWER CLERK	**Elizabeth Griffin**
MEMORIAL DAY PARADE – Secretary	**Colleen Sagan**
MUNICIPAL CLERK	**Corinne DiCorcia Williams** *(tenure)* and **Shared Services Agreement** *(Borough of Neptune City)* *****
DEPUTY MUNICIPAL CLERK	*vacant*
LICENSE CLERK and DOG/CAT CANVASSER	**Elizabeth Griffin**
OFFICE CLERK – FINANCE & COLLECTIONS	**Elizabeth Griffin**
TAX ASSESSOR	**Jason Sheets** *(4-year term expires June 30, 2028)*
TAX COLLECTOR and TREASURER	**Robbin Kirk**
DEPUTY TAX COLLECTOR	**Elizabeth Griffin**
MUNICIPAL HOUSING LIAISON (COAH)	**Colleen Sagan**
PLANNING BOARD – Class II Appointment	**Robert Lewis**
PLANNING BOARD – Class III Appointment	**Patricia Linszky**
PLANNING BOARD – Secretary	**Elizabeth Griffin**
RECYCLING COORDINATOR	**Grace Rainforth**
REGISTRAR OF VITAL STATISTICS	**Elizabeth Griffin**
DEPUTY REGISTRAR OF VITAL STATISTICS	**Corinne DiCorcia Williams**
JIF – FUND COMMISSIONER and ALTERNATE	**James A. Daly** and **Patricia A. Linszky**
JIF – SAFETY COORDINATOR	**Jon Steinbach**
PUBLIC AGENCY COMPLIANCE OFFICER	**Robbin Kirk**
ADA COORDINATOR	**James A. Daly**
CDBG REPRESENTATIVES	**James A. Daly** and **Patricia A. Linszky**
MRRSA MEMBERS	**James A. Daly** *(5-year term expires 1/31/2026)* and **Patricia A. Linszky** *(5-year term exp 1/31/2027)*

RESOLUTION 2025-04

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

CONFIRMING APPOINTMENTS TO CERTAIN VOLUNTEER POSITIONS

BE IT RESOLVED that the following appointments to volunteer positions within the Borough of Farmingdale for a one-year term beginning January 1, 2025 through December 31, 2025 are hereby confirmed

FIRE DEPARTMENT LINE OFFICERS	CHIEF	**ROBERT LEWIS**
	ASSISTANT CHIEF	**DUSTIN COTTA**
	CAPTAIN	**DUSTIN BRANDL**
	LIEUTENANT	**NELSON MELENDEZ**
	CHIEF ENGINEER	**NELSON MELENDEZ**
EXECUTIVE OFFICERS	PRESIDENT	**JAMES MARGETIS**
	VICE PRESIDENT	**KYLE COTTA**
	SECRETARY	**DUSTIN BRANDL**
	ASSISTANT SECRETARY	**DANTE MANGANO**
	TREASURER	**ROBERT LEWIS**
	CHAPLAIN	**JOSEPH RAMSAY**
	TRUSTEES	**JOSEPH HEATON (2025-2027)**
		DUSTIN COTTA (2024-2026)
		WILLIAM LEWIS (2023-2025)
FARMINGDALE RECREATION COMMISSION		
	MEMBERS	**RAMONA CHOLOWINSKI**
		PHYLLIS KELLI BRANDL
		AMANDA LEVERS
		KELLA MACPHEE
		CALLAN COTTA
		LAURIE NEYHART
		DAVID TEDESCHI
		CHRISTINE DALY

RESOLUTION 2025-05

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

AUTHORIZING APPOINTMENT OF BOROUGH PROFESSIONALS AND EXECUTION OF CONTRACTS FOR SERVICES

WHEREAS, the Borough of Farmingdale has a need to acquire Professional Services pursuant to the provisions of N.J.S.A. 19:44A-20.4, N.J.S.A. 19:44A-20.5 and N.J.S.A. 19:44A-20.26 for a non-fair and open (alternative process) contract; and

WHEREAS, the Chief Financial Officer and Municipal Clerk have determined that the value of the acquisition will exceed $17,500.00; and

WHEREAS, the anticipated term of the contracts shall be for one year; and

WHEREAS, that the within Contracts are awarded without competitive bidding because the services rendered will be performed by persons authorized by law to practice a recognized profession as in accordance with N.J.S.A. 40A: 11-5 et. seq. of the Local Public Contracts Law of New Jersey; and

WHEREAS, the following appointments are made

Position	***Firm***
Bond Attorney	Meghan Bennet *of* Dilworth Paxson, LLC
Borough Attorney	Dilworth Paxson, LLP
Special Counsel	Jeffery R. Surenian *of* Surenian, Edwards, Buzak & Nolan, LLC
Borough Engineer	Matt Shafai *of* Leon S. Avakian, Inc.
Borough Planner	Andy Thomas *of* Thomas Planning
COAH Planner	Andy Thomas *of* Thomas Planning
Redevelopment Planning Consultant	Jennifer Beahm *of* Leon S. Avakian
Borough Auditor	Robert W. Allison *of* Holman Frenia Allison, P.C.
Borough Accountant	William Antonides *of* Antonides and Sibilia CPA's
IT Consulting Services	Ellicott Network Consultants
Prosecutor	Richard Kelly
Public Defender	Raymond Raya
*Planning Board Engineer	Matt Shafai *of* Leon S. Avakian
*Planning Board Attorney	Kevin E. Kennedy, Esquire; and
**Appointed by the Planning Board*	

WHEREAS, the contracts for services submitted by the above listed professionals were reviewed and approved by the Chief Financial Officer, Borough Clerk and Mayor of the Borough of Farmingdale.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Farmingdale do hereby authorize the execution of the contracts for the provision of services as listed above commencing on January 1, 2025 and ending December 31, 2025 as per the contracts for services on file in the Office of the Borough Clerk.

RESOLUTION 2025-06

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

CONFIRMING THE ANNUAL MEETING SCHEDULE OF THE GOVERNING BODY OF THE BOROUGH OF FARMINGDALE

WHEREAS, it is customary at its annual reorganization meeting for the Governing Body Borough to establish by resolution the time and place of its regular meetings to be held throughout the ensuing calendar year; and

WHEREAS, it is required by the Open Public Meeting Act (NJSA 10:4-6 et seq.) that an annual notice of public body shall state the times, dates, and location of the meetings to be held during the succeeding year; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Farmingdale hereby establishes the Regular Meetings of the Governing Body will be held at Farmingdale Community Center, 13 Asbury Avenue, Farmingdale, New Jersey ***or*** via a remote access (to be posted to the Borough website as needed) on the dates and times as follows:

Tuesday	**January 7**	6:00 pm	Reorganization
Tuesday	**January 7***	6:15 pm	** will begin after Reorganization*
Tuesday	**January 21**	6:00 pm	Regular Meeting
Tuesday	**February 4** and **18**	6:00 pm	Regular Meetings
Tuesday	**March 4** and **18**	6:00 pm	Regular Meetings
Tuesday	**April 1** and **15**	6:00 pm	Regular Meetings
Tuesday	**May 6** and **20**	6:00 pm	Regular Meetings
Tuesday	**June 3** and **17**	6:00 pm	Regular Meeting
Tuesday	**July 15**	6:00 pm	Regular Meetings
Tuesday	**August 12**	6:00 pm	Regular Meetings
Tuesday	**September 9**	6:00 pm	Regular Meetings
Tuesday	**October 7** and **21**	6:00 pm	Regular Meetings
Wednesday	**November 12**	6:00 pm	Regular Meeting
Tuesdays	**December 2** and **16**	6:00 pm	Regular Meetings
Tuesday	**January 6, 2026**	6:00 pm	Reorganization
Tuesday	**January 6, 2026***	6:15 pm	** will begin after Reorganization*

BE IT FURTHER RESOLVED that this notice shall be posted and remain posted upon the public bulletin board of the Borough Hall; and

BE IT FURTHER RESOLVED notice will be posted on the Borough Website with remote access information (as needed) which will also be available by emailing the Borough Clerk; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to take all necessary steps to maintain adequate written minutes of each meeting and make them available to the public promptly after each meeting; and

BE IT FURTHER RESOLVED that as official newspaper all notices of meetings shall be sent to the Asbury Park Press; and

BE IT FURTHER RESOLVED formal action will be taken at the public meetings to which the public are invited and welcome to attend.

RESOLUTION 2025-07

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

AUTHORIZING THE RULES OF CONDUCT AND FIXING THE ORDER OF BUSINESS FOR MEETINGS

WHEREAS, in order for the Governing body to conduct meetings and matters of business of the Municipality, it becomes necessary to adopt rule of order; and

WHEREAS, it is the desire of the Mayor and Council to conduct their proceedings in an orderly and efficient manner.

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Farmingdale hereby adopt Roberts Rules of Order as the rules to conduct meetings of the Governing Body; and

BE IT FURTHER RESOLVED, that the order of business to be observed at all meetings of the Mayor and Council of the Borough of Farmingdale to be held in the year 2025 shall be as follows:

1. **Call to Order - Flag Salute and Opening Prayer**
2. **Open Public Meetings Act Statement**
   The notice requirements provided for in the Open Public Meetings Act have been satisfied. Notice of this meeting was properly given by transmission to The Asbury Park Press, and The Coaster, and by posting on the Borough website, at the Municipal Building, and filing with the Borough Clerk.
3. **Roll Call**
4. **Closed Session** *(voice vote)*
5. **Approval of Minutes** *(voice vote)*
6. **Presentations**
7. **Mayor's Report**
8. **Council Reports**
9. **Public Comments on Agenda and Non-Agenda Items**
10. **Unfinished Business**

A. Ordinance Adoption *(roll call)*
B. Tabled Resolutions *(roll call)*
C. All other matters

11. **New Business**

A. Consent Resolutions *(roll call) - All matters listed hereunder are considered to be routine and will be enacted in one motion.*
   Any member of the Governing Body may request an item be removed for separate consideration.
B. Resolutions For Separate Consideration *(roll call)*
C. All other matters

12. **Public and Council Comments**
13. **Closed Session** *(voice vote)*
14. **Adjourn** *(voice vote)*

RESOLUTION 2025-08

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

AUTHORIZE THE DESIGNATION OF THE OFFICIAL NEWSPAPERS FOR THE BOROUGH OF FARMINGDALE

WHEREAS, pursuant to N.J.S.A. 40:53-1, the Governing Body of every municipality may designate an official newspaper or newspapers for the publication of all advertisements and notices required by law to be published by the municipality.

NOW THEREFORE BE IT RESOLVED, that for the year 2024, the official newspapers for the Borough of Farmingdale shall be The Asbury Park Press pursuant to N.J.S.A. 40:53-1 and N.J.S.A. 40:53-2.

RESOLUTION 2025-09

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

AUTHORIZE THE DESIGNATION OF BANK DEPOSITORIES

WHEREAS, the following Banks and Trust Companies be the official depositories wherein all of the accounts for the Borough of Farmingdale be kept:

New York Community Bank – Flagstar Bank
Two Rivers Community Bank
Investors Savings Bank
M&T Bank
Manasquan Savings and Loan
The New Jersey State Cash Management Fund
TD Bank

WHEREAS, disbursements made by checks approved by the Governing Body may be signed by the Mayor, Chief Financial Officer, Municipal Clerk, Council President, and Chair of Finance and Ordinance.

RESOLUTION 2025-10

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

AUTHORIZE ADOPTION OF A CASH MANAGEMENT PLAN

INTRODUCTION

The New Jersey "Local Fiscal Affairs Law", NJSA 40A:5-14 requires that every local unit adopt a Cash Management Plan and shall deposit its funds pursuant to that plan. The primary objectives of the plan are to preserve the safety of public funds, seek investment instruments that offer liquidity and maximize interest revenue through use of authorized legal depositories and approved investment instruments.

I. AUTHORITY

A. The Governing Body of the Borough of Farmingdale, County of Monmouth
B. Delegation of Authority – Authority to implement the investment program is granted to the Chief Financial Officer. The Chief Financial Officer shall act in accordance with the requirements of the Cash Management Plan, New Jersey Statutes and proper use of internal controls. No other persons may engage in investment transactions except for those subordinate officials of the Chief Financial Officer.

II. STATEMENT OF POLICY

It shall be the policy of the Borough of Farmingdale, County of Monmouth to adopt a Cash Management Plan and to authorize the Chief Financial Officer to administer said Plan for the purpose of deposit and investment of the maximum of available funds in interest bearing instruments. The investment instruments shall be safe, liquid and offer market yields.

Safety of principal is the foremost objective of the Cash Management Plan. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital.

The utilized investment instruments shall remain sufficiently liquid to meet all operating cash requirements that may be reasonably anticipated.

Investments shall be planned with the objective of attaining a market rate, while taking into account legal restrictions, risk and liquidity. Return on investment is of secondary importance compared to safety.

III. DEFINITIONS

"Arbitrage" refers to the rules and regulations governing the issuance of Bonds or Notes and the reinvestment of the proceeds at a higher yield. These regulations are promulgated by the Internal Revenue Service, regulation 1.103.

"Certification of Eligibility" is the certification issued by the New Jersey Department of Banking, Division of Banking that a public depository is eligible to act as a depository for public funds and qualifies as a participant in the New Jersey Governmental Unit Deposit Protection Act, GUDPA.

"Eligible Public Depositories" is a Bank or Savings and Loan Association with a current certificate of eligibility from the State Banking Department. The Borough of Farmingdale shall designate said depositories, by resolution of the governing body in January of each year in accordance with NJSA 40A:5-14.

"Eligible Securities" are those investment instruments authorized by NJSA 40A:5-15.1.

"Interest Bearing Account" is an account or time deposit in an eligible public depository, earning interest or any deposit in the State of New Jersey Cash Management Fund.

IV. STANDARDS OF CARE

1. The standard of prudence to be used by those delegated to effect investment transactions on behalf of the Borough of Farmingdale shall be the "prudent person" standard. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs. Investments shall not be for speculation.
2. Employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees shall disclose any material interests in financial institutions with which business is conducted and they shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the Borough of Farmingdale.
3. The Chief Financial Officer is responsible for establishing and maintaining internal controls. The controls should ensure that the assets of the Borough of Farmingdale are protected from loss, theft or misuse.

V. PROCEDURES FOR RECEIPT OF MONIES

1. Department Procedures
   A. Department Directors will ensure that a receipt is issued in duplicate for all Transactions. A copy of the receipt shall be given to the paying party and the duplicate maintained by the issuing department. The receipts shall be pre-numbered, or sequentially numbered if computer generated.
   B. All monies collected or received from any source by or on behalf of the Borough, Department, or any Board thereof, shall be forwarded to the Finance Department within forty-eight hours of receipt.
   C. The Finance Department will deliver collected revenues for deposit to the designated legal depository.
   D. All monies received shall be placed in a secured place until forwarded for deposit.
   E. The Department/Division Director shall file with the Chief Financial Officer a monthly report of all monies received in the manner prescribed. The report also will include year-to-date amounts received.
   F. No department, division or agencies shall engage in the practice of cashing checks with public funds. Cashing of employee pay checks is included in this prohibition.
2. Chief Financial Officer
   A. All monies collected or received from any source by or on behalf of the Borough shall be deposited within forty-eight hours of receipt to the designated banks.
   B. Ensure that all monies deposited are in an interest bearing account(s).
   C. Maturity of Investments – Investments shall be limited to maturity not to exceed one year on all operating funds unless a longer maturity is permitted within the provision of State Statute or promulgated regulations.
   D. Investment Securities – The Chief Financial Officer has the responsibility to determine which investment instruments are best suited for the Borough. However, the Chief Financial Officer shall be authorized only to invest in securities permitted by New Jersey State Statute.

      Permitted investments are defined in NJSA 40A:5-15.1 as follows:

      - Mutual Funds backed by the United States Government Obligations
      - United States Treasury Bills, Bonds and Notes
      - Municipal Bonds or Notes
      - Commercial Bank Deposits and Certificates of Deposits
      - Repurchase agreements
      - Investments in Savings and Loan Associations
      - United States Government Agency and Instrumentality Obligations
      - State of New Jersey Cash Management Fund
      - School District Obligations

All designated depositories must conform to all applicable State statutes concerning depositories of public funds, and all depositories shall obtain the highest amount possible FDIC coverage for all municipal assets.

VI. FUNDS EXCLUDED FROM INVESTING

The following types of funds are not required to be placed in interest bearing accounts:

1. Petty cash funds and change funds
2. Amounts derived from the sale of bonds or notes, only to the extent that a specific written opinion of bond counsel states that the earning of (full) interest would result in the bonds or notes being classified as an arbitrage (not federally tax exempt) issue pursuant to Federal regulations to the extent that some interest is allowable, it shall be deposited at such a rate if such a rate is obtainable.

VII. REPORTING

The Chief Financial Officer in accordance with NJSA 40A:5-14 shall prepare a written monthly investment report, if needed, and submit same to the Governing Body. The report shall set forth each organization holding local unit investments, the amount of securities purchased or sold, class or type of securities purchased, book value, earned income, fees incurred, and market value of all investments as of the report date.

RESOLUTION 2025-11

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

FIXING THE RATE OF INTEREST TO BE CHARGED ON DELINQUENT TAXES, ASSESSMENTS, WATER MAINTENANCE AND SEWER MAINTENANCE FEES.

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, assessments or sewer maintenance fees 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 permit the fixing of said rate of 8% per annum on the first $1,500.00 of the delinquency and 18% per annum of any amount in excess of $1,500.00 and allows an additional penalty of 6% to be collected against a delinquency in excess of $10,000.00 on properties that fail to pay the delinquency prior to the end of the calendar year.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Farmingdale as follows:

1. The Tax Collector is hereby authorized and directed to charge 8% annum on the first $1,500.00 of charges becoming delinquent after due date and 18% per annum of any amount in excess of $1,500 and allows for delinquencies in excess of $10,000.00 in arrears beyond December 31st an additional penalty of 6% shall be charged against the delinquency.
2. Effective January 1, 2025 there will be a ten (10) day grace period of quarterly tax, assessment, or sewer maintenance payments made by cash, check or money order.
3. Any payments not made in accordance with paragraph two of this resolution shall be charged interest from the due date as set forth in paragraph one of this resolution.
4. This resolution shall be published in its entirety in an official newspaper of the Borough of Farmingdale.

RESOLUTION 2025-12

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

AUTHORIZING CANCELLATION OF MISCELLANEOUS BALANCES AND/OR CHARGES AND OUTSTANDING CHECKS

WHEREAS, there may exist miscellaneous debits and credits, including old outstanding checks, older than six months in the Borough's bank accounts; and

WHEREAS, cancellation of these miscellaneous debits and credits would provide for a more accurate and efficient means of maintaining the Borough's records; and

WHEREAS, the Borough's Chief Financial Officer recommends that these items be canceled from the Borough records.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Farmingdale that the Chief Financial Officer cancel any miscellaneous debits and credits older than six months from the Borough's bank accounts to Operations.

RESOLUTION 2024-13

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

AUTHORIZING TEMPORARY BUDGET

WHEREAS, N.J.S.A. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2025 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first 30 days of the fiscal year; and

WHEREAS, the total appropriations in the 2024 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of $779,062.05; and

WHEREAS, twenty-six and one quarter percent (26.25%), exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance in said 2024 budget is the sum of $204,503.7

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Farmingdale, in the County of Monmouth, State of New Jersey, that the following attachment details the temporary appropriations to be adopted for the year 2025.

BE IT FURTHER RESOLVED that a certified copy of this resolution be transmitted to the Chief Financial Officer and 2025 Budget File of the Borough of Farmingdale.

Account Number	Account Description	Account Type	Temp Budget
5-01-20-701-011	A&E SALARY FULL TIME	Sub Account	22,500.00
5-01-20-701-012	A&E SALARY & WAGE TEMPORARY	Sub Account	1,300.00
5-01-20-701-014	OT ADMINISTRATION	Sub Account	0.00
5-01-20-701-021	A&E ADVERTISING	Sub Account	520.00
5-01-20-701-022	A&E POSTAGE	Sub Account	325.00
5-01-20-701-023	A&E OUTSIDE CONSULTING	Sub Account	0.00
5-01-20-701-036	A&E SUPPLIES	Sub Account	780.00
5-01-20-701-041	A&E LEAGUE CONVENTION	Sub Account	1,040.00
5-01-20-701-042	A&E SEMINARS/CLASSES	Sub Account	260.00
5-01-20-701-044	A&E CONF/ASSOC. MEMBERSHIPS	Sub Account	390.00
5-01-20-701-045	A&E MILEAGE EXPENSE	Sub Account	130.00
5-01-20-701-101	A&E COMPUTER MAINTENANCE	Sub Account	1,430.00
5-01-20-701-104	A&E CANON RENT/COPIES	Sub Account	416.00
5-01-20-701-105	A&E WARDELL SVC. CONTRACT	Sub Account	390.00
5-01-20-701-106	A&E HISTORICAL SOC. EXPENSES	Sub Account	104.00
5-01-20-701-107	A&E COMPUTER SVC/EQUIPMENT	Sub Account	390.00
5-01-20-701-108	A&E ORDINANCE CODIFICATION	Sub Account	910.00
5-01-20-701-109	A&E SAM'S CLUB MEMBERSHIP FEE	Sub Account	26.00
5-01-20-702-011	MAYOR & COUNCIL S&W	Sub Account	5,915.00
5-01-20-705-011	FA SALARY FULL TIME	Sub Account	1,950.00
5-01-20-705-021	FA ADVERTISING	Sub Account	130.00
5-01-20-705-036	FA SUPPLIES	Sub Account	130.00
5-01-20-705-104	FA PAYROLL SERVICE	Sub Account	1,560.00
5-01-20-705-105	FA EDMUNDS SOFTWARE MAINT.	Sub Account	4,500.00

5-01-20-706-100	AUDIT FEES	Sub Account	4,420.00
5-01-20-708-011	TC SALARY FULL TIME	Sub Account	390.00
5-01-20-708-021	TC ADVERTISING	Sub Account	104.00
5-01-20-708-022	TC POSTAGE	Sub Account	78.00
5-01-20-708-036	TC SUPPLIES	Sub Account	39.00
5-01-20-708-044	TC TAX BILLS/PRINTING	Sub Account	65.00
5-01-20-708-101	TC EDMUNDS SOFTWARE MAINT.	Sub Account	3,500.00
5-01-20-709-109	ELECTION BALLOTS & POSTAGE	Sub Account	260.00
5-01-20-710-011	TA SALARY FULL TIME	Sub Account	1,950.00
5-01-20-710-021	TA ADVERTISING	Sub Account	71.50
5-01-20-710-022	TA POSTAGE	Sub Account	65.00
5-01-20-710-041	TA Convention, Dues	Sub Account	260.00
5-01-20-710-044	TA MEMBERSHIP	Sub Account	65.00
5-01-20-710-108	TA COUNTY MOD-IV SOFTWARE	Sub Account	195.00
5-01-20-710-109	TA ASSESSMENT CARDS/COUNTY	Sub Account	45.50
5-01-20-710-110	TA TAX APPEALS	Sub Account	910.00
5-01-20-712-026	LEGAL FEES/ACCISANO	Sub Account	0.00
5-01-20-712-027	LEGAL FEES/DILWORTH PAXSON	Sub Account	2,600.00
5-01-20-712-028	COAH PLANNER AND MASTER	Sub Account	1,300.00
5-01-20-712-029	COAH LEGAL FEES-SURENIAN	Sub Account	1,300.00
5-01-20-715-011	PROSECUTOR SALARY & WAGES	Sub Account	936.00
5-01-20-715-111	ENGINEERING FEES/GENERAL	Sub Account	7,800.00
5-01-21-720-027	PLANNING BOARD LEGAL FEES	Sub Account	1,950.00
5-01-21-720-042	PUBLICATIONS SEMINARS	Sub Account	130.00
5-01-21-723-011	ZONING SALARY FULL TIME	Sub Account	936.00
5-01-22-726-011	ELECTRICAL INSPECTOR S&W	Sub Account	858.00
5-01-22-727-011	PLUMBING SALARY FULL TIME	Sub Account	936.00
5-01-22-728-011	CODE ENFORCEMENT SALARY	Sub Account	1,586.00
5-01-22-729-011	CONSTRUCTION OFFICIAL S&W	Sub Account	936.00
5-01-22-729-012	Building Subcode S&W	Sub Account	936.00
5-01-22-729-036	SUPPLIES	Sub Account	845.00
5-01-22-729-037	CONSTRUCTION OFFICIAL - SEMINARS	Sub Account	26.00
5-01-23-730-091	INSURANCE MEL/JIF PREMIUM	Sub Account	17,500.00
5-01-23-730-092	INSURANCE - HEALTH PREMIUMS	Line Item Control	10,920.00
5-01-25-745-011	CROSSING GUARDS S&W	Sub Account	13,910.00
5-01-25-745-036	POLICE-CROSSING GDS./SUPPLIES	Sub Account	156.00
5-01-25-746-134	911 POLICE EMERGENCY	Sub Account	7,000.00
5-01-25-747-122	EMERGENCY MANAGEMENT	Sub Account	520.00
5-01-25-752-056	FIRE CO. EQUIPMENT & TESTING	Sub Account	1,170.00
5-01-25-752-072	FIRE CO TRUCK FUEL	Sub Account	520.00
5-01-25-752-114	FIRE CO./RESPIRATORY/PHYSICALS	Sub Account	130.00
5-01-25-754-011	FIRE SUBCODE SALARY	Sub Account	1,170.00
5-01-26-765-011	S&R SALARY FULL TIME	Sub Account	5,850.00
5-01-26-765-013	S&R TEMPORARY SALARY	Sub Account	130.00
5-01-26-765-014	S&R OVERTIME SALARY	Sub Account	1,300.00
5-01-26-765-030	S&R SUPPLIES	Sub Account	650.00

5-01-26-765-074	S&R FUEL	Sub Account	650.00
5-01-26-765-115	S&R TOOLS	Sub Account	143.00
5-01-26-765-123	S&R PLOWING (SALT, ETC.)	Sub Account	1,950.00
5-01-26-765-124	S&R EQUIPMENT	Sub Account	130.00
5-01-26-765-125	S&R ROAD REPAIRS	Sub Account	1,300.00
5-01-26-765-126	S&R TRUCK REPAIRS/SUPPLIES	Sub Account	1,430.00
5-01-26-770-127	TRASH REMOVAL	Sub Account	1,560.00
5-01-26-771-011	PERMANENT FULL TIME	Sub Account	5,850.00
5-01-26-771-014	RECYCLING OVERTIME	Sub Account	1,300.00
5-01-26-771-058	RECYCLING SUPPLIES	Sub Account	2,600.00
5-01-26-771-130	RECYCLING - LEAVES	Sub Account	520.00
5-01-26-772-011	B&G SALARY FULL TIME	Sub Account	6,500.00
5-01-26-772-014	B&G OVERTIME	Sub Account	130.00
5-01-26-772-026	B&G MAINTENANCE	Sub Account	1,170.00
5-01-26-772-112	B&G - REPAIRS TO COMMUNITY CENTER	Sub Account	3,900.00
5-01-26-772-113	B&G REPAIRS	Sub Account	520.00
5-01-26-772-114	B&G SUPPLIES	Sub Account	390.00
5-01-26-772-115	B&G NEW EQUIPMENT - LAWN MOWER	Sub Account	520.00
5-01-26-772-117	B&G DPW WORK BOOTS	Sub Account	130.00
5-01-26-772-118	B&G LANDSCAPING	Sub Account	130.00
5-01-28-794-131	PUBLIC EVENTS	Sub Account	1,300.00
5-01-28-797-116	SHADE TREE COMM. TREES	Sub Account	26.00
5-01-31-825-071	ELECTRIC	Line Item Control	3,640.00
5-01-31-826-075	STREET LIGHTING	Sub Account	7,800.00
5-01-31-827-076	TELEPHONE	Line Item Control	1,950.00
5-01-31-829-070	NATURAL GAS	Line Item Control	2,340.00
5-01-36-845-101	PERS CONTRIBUTION	Line Item Control	13,895.00
5-01-36-845-299	SOCIAL SECURITY - BORO CONTR.	Line Item Control	5,200.00
5-01-42-855-013	COURT - PART-TIME SALARY	Sub Account	1,040.00
5-01-42-855-036	COURT - SUPPLIES	Sub Account	500.00
		Total Current Fund	**210,029.00**
5-05-55-501-011	WATER - SALARY FULL TIME	Sub Account	14,300.00
5-05-55-501-014	WATER - OVERTIME	Sub Account	3,900.00
5-05-55-501-023	Water-OE-Interlocal Water Operator	Sub Account	5,000.00
5-05-55-501-071	WATER - ELECTRICITY	Sub Account	4,680.00
5-05-55-502-072	WATER PURCHASE NJ AMERICAN	Sub Account	45,000.00
5-05-55-503-036	WATER - MATERIALS	Sub Account	1,300.00
5-05-55-504-090	WATER-INSURANCE-MEL/JIF	Sub Account	8,750.00
5-05-55-504-092	WATER-INSURANCE-HEALTH	Sub Account	5,000.00
5-05-55-505-070	WATER - HEATING OIL	Sub Account	5,200.00
5-05-55-506-074	WATER-TRUCKS-DIESEL FUEL	Sub Account	780.00
5-05-55-507-111	WATER - ENGINEERING FEES	Sub Account	5,200.00
5-05-55-508-022	WATER - COPIER	Sub Account	325.00
5-05-55-508-027	WATER - LEGAL FEES	Sub Account	520.00
5-05-55-508-036	WATER - SUPPLIES	Sub Account	780.00
5-05-55-508-070	WATER - NJ NATURAL GAS	Sub Account	390.00
5-05-55-508-076	WATER - TELEPHONE	Sub Account	260.00

5-05-55-508-100	WATER - AUDIT FEES	Sub Account	2,730.00
5-05-55-508-101	WATER - EDMUNDS MAINTENANCE	Sub Account	5,500.00
5-05-55-508-104	WATER - POSTAGE & OTHER MISC.	Sub Account	260.00
5-05-55-508-141	WATER - TESTING	Sub Account	1,300.00
5-05-55-509-142	WATER - FEES DEP & STATE	Sub Account	1,820.00
5-05-55-509-143	WATER - STATE TAX OF NJ	Sub Account	260.00
5-05-55-510-113	WATER - REPAIRS & MAINTENANCE	Sub Account	13,000.00
5-05-55-511-143	CONSTRUCTION WATER	Sub Account	2,145.00
5-05-55-512-145	WATER-CONSUMER CONFIDENCE RPT	Sub Account	260.00
5-05-55-514-877	USDA LOAN	Sub Account	35,650.00
5-05-55-515-844	PERS	Sub Account	6,947.50
5-05-55-515-845	SOCIAL SECURITY	Sub Account	1,560.00
		Total Water Utility	**172,817.50**
5-07-55-501-011	SEWER - SALARY FULL TIME	Sub Account	14,300.00
5-07-55-501-014	Sewer S&W Overtime	Sub Account	1,950.00
5-07-55-501-023	Sewer-OE-Interlocal Sewer Operator	Line Item Control	5,000.00
5-07-55-502-101	SEWER - MRRSA PAYMENT	Sub Account	84,000.00
5-07-55-504-022	SEWER - POSTAGE	Sub Account	390.00
5-07-55-504-036	SEWER - SUPPLIES	Sub Account	260.00
5-07-55-504-100	SEWER - AUDIT FEES	Sub Account	2,730.00
5-07-55-504-101	SEWER - EDMUNDS MAINTENANCE	Sub Account	5,500.00
5-07-55-504-104	SEWER-COPIER	Sub Account	260.00
5-07-55-505-090	SEWER-INSURANCE-MEL/JIF	Sub Account	8,750.00
5-07-55-505-092	SEWER-INSURANCE-HEALTH	Sub Account	5,000.00
5-07-55-506-026	SEWER-MAINTENANCE & REPAIR	Sub Account	3,900.00
5-07-55-506-115	SEWER - TOOLS	Sub Account	260.00
5-07-55-507-027	SEWER - LEGAL FEES	Sub Account	650.00
5-07-55-508-111	SEWER - ENGINEERING FEES	Sub Account	1,040.00
5-07-55-510-844	SEWER - PERS	Sub Account	6,947.50
5-07-55-510-845	SEWER - SOCIAL SECURITY	Sub Account	1,560.00
		Total Sewer Utility	**142,497.50**
			525,344.00

RESOLUTION 2024-14

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

AFFIRMING THE BOROUGH OF FARMINGDALE'S CIVIL RIGHTS POLICY AND APPROVING THE CIVIL RIGHTS COMPLAINT FORM

WHEREAS, it is the policy of the Borough of Farmingdale to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act; and

WHEREAS, the Governing Body of the Borough of Farmingdale has determined that certain procedures need to be established to accomplish this policy to include the following:

Section 1: No official, employee, appointee or volunteer of the Borough of Farmingdale by whatever title known, or any entity that is in any way a part of the Borough of Farmingdale shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the Borough of Farmingdale's business or using the facilities or property of the Borough of Farmingdale.

Section 2: The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Borough of Farmingdale to provide services that otherwise could be performed by the Borough of Farmingdale.

Section 3: Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

Section 4: The Municipal Clerk shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

Section 5: No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6: Any person who believes a violation of the Law Against Discrimination has occurred may contact the New Jersey Division on Civil Rights at (973) 648-2700 or online at www.NJCivilRights.gov and may file a complaint with DCR within 180 days of the incident; and

WHEREAS, the Borough of Farmingdale initially affirmed its Civil Rights Policy on March 21, 2023 with Resolution 2023-44 and adopted a Civil Rights Complaint Form as incorporated in the Borough Personal Manual and Handbook; and

NOW, THEREFORE BE IT ADOPTED by the Governing Body of the Brough of Farmingdale that the Borough of Farmingdale's Civil Rights Policy and Civil Rights Complaint form as found in the Personal Manual/Employee Handbook, available in Borough Hall, and on the Borough website are hereby adopted

RESOLUTION 2024-15

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

AUTHORIZING ELECTRONIC TRANSFERS OF FUNDS

WHEREAS, the Governing Body of the Borough of Farmingdale authorizes electronic transfers of funds, in accordance with N.J.S.A. 40A:5-16(c) and N.J.A.C. 5:30-9A; and

WHEREAS, the electronic transfer of funds shall be permitted for:

1. the processing of the Borough payroll inclusive of all related taxes and voluntary withholdings; and
2. the employer share of pension liabilities; and
3. debt service payments for all the outstanding debt of the Borough; and
4. the payment of health insurance bills; and

WHEREAS, the Governing Body of the Borough of Farmingdale authorizes Chief Financial Officer to conduct such transfers.

NOW, THEREFORE BE IT RESOLVED that the Governing Body of the Borough of Farmingdale, County of Monmouth, State of New Jersey herby authorizes the electronic transfers to the above specified vendors.

RESOLUTION 2024-16

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

AUTHORIZING PRE-PAYMENT OF CERTAIN BILLS

WHEREAS, the Borough of Farmingdale has budgeted funds for the payment of obligations including, utilities, payroll, debt service, governmental fees and other statutory payments, insurance, and for the advertising, printing and mailing costs of the Borough; and

WHEREAS, the payment of these items occasionally arrives out of time for placement on the next available list of bills and claims, thereby inadvertently placing these bills and mailings in arrears because of the schedule of meetings; and

WHEREAS, this issue is compounded by the provisions of P.L. 2018, c. 127, which among other things, requires the Borough to complete certain payments within 60 days of invoice; and

WHEREAS, pursuant to Local Finance Notice 2019-02, municipalities may exercise their authority based upon N.J.S.A. 40A:5-17 "to permit the chief financial officer to pay bills between governing body meetings and submit a list of bills paid to the governing body at its next meeting for inclusion in the official minutes"; and

WHEREAS, the Borough's Chief Financial Officer recommend that the governing body adopt a resolution providing for the pre-payment of these items, so that they may be paid in a timely manner without penalty.

NOW, THEREFORE, BE IT RESOLVED by the Borough Committee of the Borough of Farmingdale in the County of Monmouth, State of New Jersey that the Chief Financial Officer be and is hereby authorized and directed to make pre-payment of the following items prior to the same appearing on the next meeting's list of bills and claims, for the remainder of calendar year 2020, provided the municipality certifies to receipt of the goods or services in accordance with N.J.S.A. 40A:5-16(b) as applicable, and the Chief Financial Officer certifies to the availability of funds for each pre-payment:

1. Utilities (electric, gas, water, sewer, telephone, cellular telephone, gasoline, diesel fuel, internet providers, etc.)
2. Debt service as evidenced by pre-authorized bonds and/or notes
3. Health, Dental and other Insurance Premiums and/or Claims
4. Governmental Fees and other Statutory Payments (School, County, State, and Sewage Authority fees)
5. Bills pertaining to the advertising, printing and mailing costs of the Borough
6. Third party fees collected through pre-authorized credit/debit card processing
7. Bills for construction projects that are subject to the 30-day prompt payment law (N.J.S.A. 2A:30A-1 et. seq)
8. Bills for goods and services subject to the 60-day prompt payment law (P.L. 2018, c. 127)

RESOLUTION 2024-17

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

ESTABLISHING OBSERVED HOLIDAYS

WHEREAS, in accordance with the Policy Manual of the Borough of Farmingdale there are twelve recognized holidays each year; and

WHEREAS, the Borough Offices and the Public Works Department will be closed on the following recognized dates:

HOLIDAY	**DATE BOROUGH HALL AND PUBLIC WORKS CLOSED**
New Year's Day	Wednesday, January 1
Martin Luther King Day	Monday, January 20
Presidents Day	Monday, February 17
Good Friday	Friday, April 18
Memorial Day	Monday, May 26 ***(Employees will report for Memorial Day Duties as Assigned)***
Juneteenth	Thursday, June 19, 202
Fourth of July	Friday, July 4
Labor Day	Monday, September 1
Columbus Day	Monday, October 13
Veterans Day	Tuesday, November 11
Thanksgiving	Thursday, November 27 Friday, November 28 ***(Closed in lieu of closure on Election Day)***
Christmas	Thursday, December 25 Friday, December 26 ***(Closed in lieu of closure on Memorial Day)***

RESOLUTION 2024-18

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

AUTHORIZING GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S "ENFORCEMENT GUIDANCE ON THE CONSIDERATION OF ARREST AND CONVICTION RECORDS IN EMPLOYMENT DECISIONS UNDER TITLE VII OF THE CIVIL RIGHTS ACT OF 1964"

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c. 183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964" *as amended*, 42 U.S.C. § 2000e et seq., (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, that the Governing Body of the Borough of Farmingdale, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c. 183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

RESOLUTION 2024-19

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

DECLARING FARMINGDALE AS A STIGMA FREE COMMUNITY

WHEREAS, the Borough of Farmingdale, with the Monmouth County Board of Chosen Commissioners, Monmouth County Department of Human Services, and Monmouth County Sheriff's Office, recognize that one in four Americans has experienced mental illness, including substance use, in a given year according to the National Institute of Mental Health; and

WHEREAS, mental health problems are more common than cancer and heart disease combined, affection children and adults, including more than half of our Iraq and Afghanistan Veterans treated at Veteran's Administration hospitals; and

WHEREAS, given the serious nature of this public health problems, we must continue to reach the millions who need help; and

WHEREAS, the stigma associated with mental health and substance use disorders is identified as the primary reason individuals fail to seek the help they need to recover; and

WHEREAS, Stigma-Free Communities aim to inspire public interest and open dialogue about stigma, raise awareness of mental health and substance use disorders and creates a culture wherein residents with mental health and substance use disorders feel supported by their community and neighbors, free to seek treatment without fear of stigma; and

WHEREAS, promoting awareness that there can be no "health" without mental health will break down barriers and encourage residents of all ages to be mindful of their mental health and ask for help when needed; and

WHEREAS, local resources are available to treat mental health and substance use disorders so no one needs to suffer alone or feel hopeless; and

WHEREAS, establishing Stigma-Free Communities will raise awareness of resources and encourage residents to engage in care as soon as the need is identified so recovery can begin, hope is inspired and tragedies avoided.

NOW THEREFORE BE IT RESOLVED, that the Governing Body of the Borough of Farmingdale hereby declare the Borough of Farmingdale a Stigma-Free Community and encourages local community groups, including the local and regional Boards of Education, to actively promote stigma free policies.

RESOLUTION 2025-20

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

AUTHORIZING ALL UNEXPENDED 2024 BUDGET APPROPRIATIONS BE PLACED IN RESERVE

BE IT RESOLVED by the Mayor and Council of the Borough of Farmingdale, County of Monmouth, that all unexpended appropriations of the 2024 Budget be placed in reserve, which will permit the Mayor and Council to pay any 2024 bills not yet presented for payment during the year 2024.

RESOLUTION 2025-21

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

CANCELLING TAX AND UTILITY OVERPAYMENTS OR DELIQUENT AMOUNTS UNDER $10.00

WHEREAS, N.J.S.A. 40A:5-17.1 authorizes a municipal governing body to designate a municipal employee to process or cancel property tax refunds or delinquencies under ten dollars ($10.00); and

WHEREAS, the enactment of P.L. 2013, c.54 expanded the scope of this statute to encompass any delinquent charges or fees imposed by the municipality, including utility payments less than ten dollars ($10.00).

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Farmingdale hereby authorize the Tax Collector of the Borough of Farmingdale to cancel said tax and utility payment amounts less than ten dollars ($10.00) as deemed necessary.

RESOLUTION 2025-22

BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY

CONFIRMING ANNUAL MEETING SCHEDULE OF PLANNING BOARD

WHEREAS, it is required by the Open Public Meeting Act (NJSA 10:4-6 et seq.) that adequate notice of anticipated meetings of a Borough Board shall be made available to the public to include the dates, times, and location of the meetings to be held during the succeeding year; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Farmingdale hereby confirm the Farmingdale Planning Board meetings will be held at Farmingdale Community Center, 13 Asbury Avenue, Farmingdale, New Jersey (***or*** via a remote access to be posted to the Borough website as needed) at 7:00 pm on the dates as follows:

Monday, January 27 - Reorganization and Regular Meeting
Monday, February 24
Monday, March 24
Monday, April 28
* TUESDAY, May 27
Monday, June 23
Monday, July 28
Monday, August 25
Monday, September 22
Monday, October 27
Monday November 24
Monday, December 22
Monday, January 26, 2025 – Reorganization and Regular Meeting

BE IT FURTHER RESOLVED that this notice shall be posted and remain posted upon the public bulletin board of the Borough Hall, as well as being posted on the Borough Website (with remote access information as needed); and

BE IT FURTHER RESOLVED that the Planning Board Secretary is hereby authorized to take all necessary steps to maintain adequate written minutes of each meeting and make them available to the public promptly after each meeting; and

BE IT FURTHER RESOLVED that as official newspaper all notices of meetings shall be sent to the Asbury Park Press; and

BE IT FURTHER RESOLVED formal action will be taken at the public meetings to which the public are invited and welcome to attend.

RESOLUTION 2025-23
BOROUGH OF FARMINGDALE
COUNTY OF MONMOUTH, STATE OF NEW JERSEY
FIXING AND DETERMINING 2025 SALARIES

WHEREAS, the Borough of Farmingdale has adopted Salary Ordinances Fixing the Salaries and Compensation of the Employees of the Borough of Farmingdale, specifically Ordinance 2008-13 and Ordinance 2016-02, which set a salary range for various positions; and

WHEREAS, the Governing Body desires to amend specific salaries as determined for certain positions listed below as within the salary:

NAME	TITLE	HIRE DATE	ANNUAL SALARY
Daly, James	Mayor	01/01/2013	$ 4,750.00
Linszky, Patricia	Council	01/01/2013	$ 3,000.00
Steinfeld, Don	Council	11/18/2013	$ 3,000.00
Dyevoich, George	Council	01/01/2014	$ 3,000.00
Brandl, Erich	Council	01/01/2017	$ 3,000.00
Corallo, Kaaren	Council	07/01/2017	$ 3,000.00
Sagan, Colleen	Council	07/14/2020	$ 3,000.00
DiCorcia Williams, Corinne	Municipal Clerk	05/03/2016	$ 95,944.50
Griffin, Elizabeth	Office Clerk - Finance & Collections	04/20/2015	Per Hour: $25.06
DeBrito, Stephen	Construction Official	10/01/2022	$ 3,600.00
Verrier, Jean	Electrical Sub-Code	02/01/2023	$ 3,300.00
Smith, Thomas	Plumbing Sub-Code	05/01/2024	$ 3,600.00
DeBrito, Stephen	Building Sub-Code	11/01/2021	$ 3,600.00
Prochnow, Brian	Fire Sub-Code	01/01/2023	$ 3,000.00
DeBrito, S.; Verrier, J.; Smith, T.; Prochnow, B.; Neuhaus, H.	Part-Time Additional Inspection		Per Inspection: $50.00
Williams, Jake; DiCorcia Williams, C.	Lead Paint Inspections	10/01/2023	Per Inspection: $150.00
Borrillo, Nicholas	OEM	01/01/2023	$ 1,500.00
Cook, Victor	Deputy OEM Coordinator	01/01/2023	$ 1,500.00
Neuhaus, Herb	Code Enforcement Officer	06/08/2016	$ 3,600.00
Howard, Matthew	Zoning Officer	02/06/2018	$ 3,600.00
Lewis, Robert	SDL Trainer	05/07/2024	$ 2,400.00
Steinbach, John	Supervisor Public Works	12/19/2017	Per Hour: $27.58
Mineo, Nicholas	Laborer – DPW	07/22/2024	Per Hour: $23.50
Roman, Samnest	Laborer – DPW (on call)	09/03/2019	Per Hour: $17.00
Daly, Christopher	Laborer – DPW (on call)	09/15/2021	Per Hour: $15.00
Williams, Jake	Laborer – Per Diem	3/20/2024	Per Hour: $16.00
Kirk, Robbin	Chief Financial Officer	09/03/2019	$ 8,000.00
Sheets, Jason	Tax Assessor	07/01/2013	$ 7,500.00
Kirk, Robbin	Tax Collector & Treasurer	09/03/2019	$ 500.00
Griffin, Elizabeth	Deputy Tax Collector	04/20/2015	$ 2,000.00
Griffin, Elizabeth	Water Collector	04/20/2015	$ 2,000.00
Griffin, Elizabeth	Sewer Collector	04/20/2015	$ 2,000.00
	Water Operator		$
Rainforth, Grace	Recycling Coordinator	04/17/2018	$ 1,500.00
Megill, Lisa; Costello, James; Joyce, Jeanette; Hinkel, Donna; Bonilla, Danielle; Sherry, Dolores; Schmidt, Mary	Crossing Guard	Varies	Per Day: $ 36.28
Joyce, Christopher; Joyce, Thomas, Erosh, Violet; Joyce, John; Paradise, Sarah Jean; Manderachi, Tom	Crossing Guard – Substitute	Varies	Per Day: $ 36.28
Newman, James	Municipal Court Judge	01/01/2025	$ 3,600.00
Kelly, Richard	Municipal Prosecutor	01/01/2025	$ 3,600.00

NOW, THEREFORE, BE IT RESOLVED, that the salaries shown are for the calendar year 2025 beginning January 1, 2025 and shall be payable through the final pay period of 2025.