

1. Common Council Organization Meeting Packet (PDF)

Documents:

[OM 2017 AGENDA 1373F.PDF](#)

2. Common Council Organization Meeting Packet (PDF)

Documents:

[AGENDA PACKET 1-5-2017 1373R.PDF](#)



Common Council of the City of Summit

**ORGANIZATION MEETING AGENDA FOR THURSDAY, JANUARY 5, 2017
7:30 PM**

(Produced by the Office of the Secretary to the Mayor and Council)

CALL TO ORDER BY CITY CLERK

Council Members Hurley, Naidu, Ogden, Rubino and Sun and Mayor Radest will be at the Council dais. *(Council Members-elect McTernan and Bowman will be seated in the audience.)*

ROLL CALL: Council Members Hurley, Naidu, Ogden, Rubino and Sun

PLEDGE OF ALLEGIANCE – City Clerk Licatase

INVOCATION - Reverend Don Steele – Central Presbyterian Church

SWEARINGS-IN:

- The Honorable Mayor Nora Radest
- Presentation of Election Certificates – City Clerk Licatase

COUNCIL MEMBERS

- Mike McTernan, as Councilman in the First Ward

Will Mr. McTernan, his wife Julie, and anyone else he wishes, please come forward for his swearing-in.

(SWEAR IN) (CERTIFICATE PRESENTATION)

- Stephen Bowman, as Councilman - Second Ward

Will Mr. Bowman, his wife Karen, and anyone else he wishes, please come forward for his swearing-in.

(SWEAR IN) (CERTIFICATE PRESENTATION)

The sworn-in Council Members then assume their places at the Council dais.

ELECTION OF 2017 COUNCIL PRESIDENT

City Clerk:

The first order of business will be the election of the President of the Common Council for 2017. Nominations are now in order.

ELECTION OF 2017 PRESIDENT PRO TEM

2017 Council President:

The next order of business will be the election of a President Pro Tem for 2017 who will act as President of the Common Council in my absence and as Mayor in her absence. Nominations are now in order.

ACKNOWLEDGEMENT OF SPECIAL GUESTS

2017 Council President acknowledges Special Guests – U.S. Senators; Congressman; State Senator; Assemblypersons; Union County Freeholders; former Mayors and Council Members, political leaders, etc.

STATE OF THE CITY ADDRESS

Council President calls on Mayor Radest for her State of the City address.

CEREMONIAL AWARDS

- Presentation of symbolic Council chair to retiring Councilwoman Sandra Lizza by 2016 Council President McTernan.
- Recognition of retiring Board Presidents, Chairs and Members by Mayor Radest and 2016 Council President McTernan.

ANNOUNCEMENT OF 2017 APPOINTMENTS

- Appointment of Council Standing Committees and Board Liaisons and announcement of 2017 Council Board and Committee Appointments by 2017 Council President
- Announcement of 2017 Mayor's Appointments by Mayor Radest

CONSENT AGENDA RESOLUTIONS

LAW

- (ID # 4682) 1. Establish 2017 Council Rules
- (ID # 4683) 2. Approve Year 2017 Council Meeting Schedule
- (ID # 4681) 3. Assign Council Committees and Establish, Mayor, Council and Staff Membership/Liaison and/or Assignment Appointments
- (ID # 4680) 4. Establish Council Board Appointments
- (ID # 4679) 5. Confirm Mayor's Advice & Consent Appointments
- (ID # 4678) 6. Designate News Media for Notices and Agenda
- (ID # 4688) 7. Appoint ADA Officer
- (ID # 4677) 8. Appoint Affirmative Action Officer and Public Agency Compliance Officer (P.A.C.O.)
- (ID # 4709) 9. Authorize 2017 Legal Services in Excess of \$17,500.00 - City Solicitor - Cleary Giacobbe Alfieri Jacobs, LLC - Not to Exceed \$100,000.00

SAFETY

- (ID # 4676) 1. Appoint 2017 Volunteer Fire Department Superior Officers
- (ID # 4675) 2. Appoint 2017 Auxiliary Police - Superior Officers
- (ID # 4674) 3. Appoint 2017 Crossing Guards

FINANCE/PERSONNEL

- (ID # 4673) 1. Adopt Temporary Municipal Operating Budget
- (ID # 4672) 2. Adopt Temporary Budget - Sewer Utility
- (ID # 4671) 3. Adopt Temporary Budget - Parking Utility

FINANCE/PERSONNEL (cont'd)

- (ID # 4684) 4. Authorize Annual Salaries
- (ID # 4670) 5. Establish Procedure for Bill Payment, Materials, Receipt and Check Signing
- (ID # 4669) 6. Authorize Purchasing Agent Participation with Cooperative Pricing and State Purchasing Agreements
- (ID # 4668) 7. Authorize Cash Management Implementation Plan
- (ID # 4667) 8. Authorize Bank Account Signatures
- (ID # 4666) 9. Authorize Petty Cash
- (ID # 4665) 10. Authorize Issuance of Bi-Weekly Payroll Via Direct Deposit
- (ID # 4663) 11. Establish Interest Penalties on Delinquent Municipal & Sewer Utility Taxes and Special Assessments
- (ID # 4662) 12. Authorize Annual Tax Sale
- (ID # 4660) 13. Authorize Cancelling of Municipal & Sewer Utility Tax Refunds/Delinquencies of Less Than \$10.00

ADJOURNMENT

CORRESPONDENCE

- Letter - Mayor Radest, re Mayor's 2017 Appointments

REFERRED TO COUNCIL AS A WHOLE

ORDINANCES AND RESOLUTIONS EXPLANATION:

A governing body of a municipality may formally act through ordinances or resolutions. Ordinances usually encompass legislative acts. Resolutions usually deal with administrative or acts performed according to legal authority, established procedures or instructions from the Common Council.

Ordinances:

An act initiated by the Common Council that becomes law. The violation of an ordinance may result in summonses being issued. Generally, an ordinance remains in effect until repealed or modified and may not be amended or modified by a resolution. It requires a public hearing and publications in the town's legal paper before becoming effective. Examples of ordinances are those which deal with changing parking or speed limit requirements, code enforcement, implementing State mandates at the local level and creating boards or commissions.

Resolutions:

Any act or regulation that is required to be reduced to writing but may be finally passed at the meeting at which it is introduced. The legal effect of a resolution is the same as an ordinance except summonses cannot be issued for their violation. Generally, life of a resolution is permanent unless there is language to the contrary. Typical resolutions deal with: Opinion expressions; Requests for action to other elected officials or bodies or governmental agency[s]; One-time actions and Routine authorizations such as making appointments and awarding contracts.

City Clerk' Office



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City Clerk' Office

Resolution (ID # 4682)
January 5, 2017

ESTABLISH 2017 COUNCIL RULES

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

1. That the Rules, attached hereto and made a part of this resolution, be adopted as the Rules for 2017.
2. That all Rules heretofore adopted be and the same are hereby repealed.

Dated: January 5, 2017

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at the Organization Meeting held on Thursday evening, January 5, 2017.

City Clerk

2017

**RULES OF THE COMMON COUNCIL
OF THE CITY OF SUMMIT**

1. Regular meetings of the Common Council shall be held at the City Hall on the first and third Tuesday of each month at 7:30 PM, or as otherwise indicated in the Annual Notice. Special Conference/Workshop meetings may be indicated in the Annual Meeting Notice or scheduled from time to time. A Regular or Special Conference/Workshop meeting may be adjourned from time to time with any such adjourned meeting to be considered a continuation of the last Regular or Special Conference/Workshop meeting, and the business shall be taken up thereat at the stage at which it was left at the last adjournment. The Secretary to Mayor and Council shall give notice to all members of the Common Council not present at such Regular or Special Conference/Workshop meeting of the time of such adjourned meeting.
2. The Council President and Council President Pro Tempore shall be elected at the Organization Meeting of the Common Council for one-year terms.
3. The President may call a special meeting at any time. At the request of four Council members, the President shall call a special meeting at any time. The Secretary to Mayor and Council shall serve written notice in accordance with the Open Public Meetings Act.
4. A majority of the membership of the Common Council shall constitute a quorum for the transaction of business, but a smaller number may meet and adjourn from time to time. All action of the Common Council shall require an affirmative vote of a majority of the membership, not a majority of the quorum, except when otherwise provided by law. The President shall preside at all meetings of the Council, and in the absence of the President the President Pro Tempore shall preside. In the absence of both, a temporary presiding officer shall be elected by the members present.
5. If any vacancy shall occur in the Common Council said vacancy shall be filled pursuant to State Law governing the filling of vacancies.
6.
 - (a) All public correspondence, being those matters that require consideration or action by the Common Council received either by regular mail, hand delivered, or email, addressed to the Mayor, Common Council as a whole or to a Department Head or other employee who deals with the general subject, shall be forwarded to the Secretary to the Mayor and Council and, unless otherwise directed by the Mayor or Council President, shall be processed as follows:
 - i. The Secretary will notify the sender advising of the Council Committee and Department Head to whom the correspondence was referred and that the Committee will report to Council any recommended action.
 - ii. The correspondence, as necessary and possible, depending on dimensions, will be scanned, and along with its acknowledgement advising of the Committee to which it was assigned will be E-mailed to all members of the governing body, and Department Head[s] for action several days before it is sent to the originator of the correspondence.
 - iii. The specifically mentioned Committee will review the correspondence and, as appropriate, provide a recommended course of action to Common Council.
 - iv. If the Committee or Department Head or designee responds either by phone, E-mail or regular mail, notes relative to the response or a copy of the response along with the original correspondence shall both be E-mailed to all members of the

governing body and the Clerk's office for filing. If any member of the governing body objects to the position taken or response given by the Committee or Department Head or designee, they may request that the matter be placed on the agenda.

- v. If Council action is recommended and if approved by the Council President, the item will appear on the Council agenda, for consideration by the governing body.
 - (b) An individual Council member receiving a correspondence shall decide whether it should be treated as a correspondence as set forth in 6. (a) above.
 - (c) Individuals, elected or employed ~~e~~, shall not reply or appear to be replying on behalf of the Council or its committees.
 - (d) General Information / Correspondence, such as those from the New Jersey State League of Municipalities, Federal, State, County and local governing bodies, or legislators, and notices that do not require consideration or action by the Common Council will be handled at the discretion of the Clerk and, as needed, in consultation with the Council President. In most cases such matters will appear as a General Information Correspondence on the agenda or will be forwarded directly via fax, E-mail or Friday package delivery to the Mayor, Council and appropriate Department Head.
 - (e) Time sensitive material, such as Federal and State legislation, legal matters and those which have action deadlines associated with them may bypass the procedure set forth in 6 (a) above, and be sent to the Mayor and Council so that they may individually react.
7. The Secretary to the Mayor and Council shall, prior to the Regular meeting, prepare and agenda containing matters on which formal action is necessary and those matters on which discussion, action, or referral should take place and formal action might be taken or the matter might be placed on a future agenda for report. No new business shall be considered at any Regular meeting of the Common Council which has not been received by the Secretary to Mayor and Council by the end of Wednesday preceding said meeting and which does not appear on the agenda, except by direction from the Council President or by consent of a majority of members present. The agenda and its attachments shall be delivered on ~~Friday~~ Wednesday, unless holidays, election days or the summer hours schedules make it more reasonable to be prepared a day earlier or later. The presiding officer shall take the chair at the time appointed for the meeting; call the members to order and preserve order and regularity in the transaction of business. The presiding officer shall decide all questions of order without debate, such decisions being subject to reversal provided the appeal is sustained by the majority of members present.
 8. The Secretary to Mayor and Council shall attend all meetings of the Common Council to present the minutes, reports, petitions, keep regular minutes of the proceedings and perform such other duties as may be assigned by law, ordinance, resolution or order of the Common Council.
 9. No member shall leave a meeting before adjournment without permission from the presiding officer.
 10. The following shall be the order of business at Regular meetings of the Common Council:
 - a. Adequate Notice Compliance Statement
 - b. Roll Call
 - c. ~~Flag Salute~~ Pledge of Allegiance
 - d. Approval of Minutes
 - e. Reports - Mayor, Administrator, President
 - f. Presentations and Liaison and Staff Reports (previously listed after "Public Comments-item "~~m~~ n" below.)

- g. Public Comments (for items not included on the agenda) - Individual polling or questioning of Council Members by any member of the public at a Council Meeting, shall not be permitted. All comments from any member of the public addressing Council Members shall be directed through the Council President. *(previously listed as item "n" below)*
 - h. Public Hearings on Ordinances – The Clerk reads the title of each ordinance and the Chairman of the appropriate committee shall provide any explanations or comments deemed appropriate, and then the public shall be provided an opportunity to comment thereon. The presiding officer shall control the public comment and limit it to three minutes or as deemed appropriate, per person on each ordinance. Individual polling or questioning of Council Members by any member of the public at a Council Meeting, shall not be permitted. All comments from any member of the public addressing Council Members shall be directed through the Council President.
 - i. Final Consideration on Ordinances
 - j. Ordinances for Introduction
 - k. Resolutions - The Chairman of the appropriate committee shall read the title of the proposed resolutions, provide any explanations or comments deemed appropriate and move the resolution for approval. After a second, Council Members shall may be given the opportunity by the presiding officer to comment on the resolution prior to a vote.
 - l. Consent Agenda
 - m. Items for Discussion, Action or Referral
 - n. ~~Public Comments (for items not included on the agenda) – Individual polling or questioning of Council Members by any member of the public at a Council Meeting, shall not be permitted. All comments from any member of the public addressing Council Members shall be directed through the Council President. *(moved up to item "g" above)*~~
 - o. Council members' Comments/New Business
 - p. Closed Session (if necessary)
 - q. Correspondence and General Information Items
 - r. Adjournment
11. No motion shall be debated until the same shall have been seconded. When a motion is made and seconded, it shall be reduced to writing, if desired by any member.
12. The following motions or questions shall not be debated:
- a. A motion to adjourn
 - b. A motion to lay on the table
 - c. All questions relating to priority of business
 - d. A motion to read any written material relevant to the issue under consideration
 - e. A motion to take Ayes and Nays
13. No member shall be permitted to withhold their vote without permission from the Common Council. No member shall vote on any motion or question if not within the Chamber or announced meeting room or participating via a telephone conference call whereby all in the Chamber or meeting room can hear said member's comments when the question is put forth. A call for ayes and nays can be made by any member present. The sense of the Common Council on any motion shall be taken viva voce unless the ayes and nays are called for. When the ayes and nays have been taken on any question, they shall be entered on the minutes.
14. When a motion or resolution has been made and carried in the affirmative or negative, it shall be in order for any member voting with the majority to move for the reconsideration of the

vote at the same meeting. Votes shall be via voice unless the Council President or Councilmember shall request a roll call vote.

15. The following shall be the standing committees of the Common Council, namely:
 - a. Committee on Buildings & Grounds
 - b. Committee on Finance & Personnel
 - c. Committee on General Services
 - d. Committee on Law
 - e. Committee on Public Safety
 - f. Committee on Public Works
16. The President shall appoint all committees. The members of the standing committees shall serve for the Council year in which they are appointed. Special committees may be appointed at any time to examine and report upon any particular subject. All standing and special committees shall consist of not less than two members or more than three members of the Council and may also include the Mayor and appropriate staff.
17. The function of committees is to investigate and report to the Common Council on the matters referred to them and to bring to the attention of the Common Council such other matters that the committees may deem appropriate. Committee members shall have no administrative authority, except as may be specifically granted to them by ordinance or by the Common Council. Committees shall make reports promptly upon all matters referred to them. Generally, such reports should recite the facts and contain the recommendations for the financing of any expenditure not previously budgeted.
18. There shall be regular meetings of the committees of the Common Council as each Committee Chairman shall determine and the Department Head shall so advise the Secretary to the Mayor and Council regarding matters for inclusion on the Regular agenda.
19. All encumbered bills and claims against the City shall be presented to the issuing department for approval by the Department Head who shall be responsible for their verification and audit. In the case of the Finance Department all encumbered bills and claims against the City shall be presented to the City Administrator who shall be responsible for their verification and audit. Said approved bills shall be presented to the City Treasurer/Chief Financial Officer by 3:00 pm on Thursday, approximately 8 (eight) business days preceding the next scheduled Council Meeting. 4:30 PM 3:00 on the Friday Thursday preceding the Agenda Setting Meeting.
20. The City Treasurer/Chief Financial Officer, or the Assistant City Treasurer, or the Secretary to Mayor and Council, if the City Treasurer or Assistant City Treasurer are absent, shall provide final approval and forward same to the Chairman of the proper committee for examination. If payment is in order, the chairman of the committee, or the person acting on the committee's behalf, shall approve the bills and claims for the committee and shall refer them to the President of the Common Council for approval.
21. All bills and claims against the City, which have been audited and approved, shall be ordered paid by resolution of the Common Council. The resolution of the Common Council shall then be submitted to the Council President together with all bill and claim lists, for approval and or disapproval. Upon the approval of the bills and claims list by the Council President, all checks in payment of the bills and claims shall then be processed for signature by the City Clerk and countersigned by the City Treasurer/Chief Financial Officer. In the event the Council President disapproves a particular claim or bill contained therein, such disapproval shall be noted on the claim or bill, and it shall not be paid until it has been reapproved by a vote of two-thirds of the members of the Common Council.

Revised: 1/5/17

Revisions: underlines = added, strikethroughs = deleted

Resolution (ID # 4683)
January 5, 2017

APPROVE YEAR 2017 COUNCIL MEETING SCHEDULE

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

1. That Regular Council meetings for 2017 shall be held in the Council Chamber, 512 Springfield Avenue, Summit, New Jersey at 7:30 p.m. according to the attached meeting schedule is hereby approved, and
2. That Closed Session meetings for 2017 shall be held in the Large Conference Room, 512 Springfield Avenue, Summit, New Jersey starting as early as 6:00 p.m., or as determined by the Closed Session agenda matters or “extra” presentations to be held at the Regular meeting and, as needed, in the Council Chamber after the Regular Council meeting according to the attached meeting schedule, is hereby approved.

Dated: January 5, 2017

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at the Organization Meeting held on Thursday evening, January 5, 2017.

City Clerk

THE CITY OF SUMMIT

Schedule of 2017 Meetings

| AGENDA SETTING MEETINGS <i>(Note: This meeting is for Staff only)</i> (Wednesdays 2:00 p.m.) | | COUNCIL MEETINGS | |
|---|--------------|----------------------------------|----------------------------------|
| ----- | ----- | January 5 (a) | |
| January 4 | | January 17 | |
| January 11 | January 25 | February 1 (<i>Wed.</i>) | February 14 |
| February 15 | March 1 | March 7 | March 21 |
| March 15 | March 29 | April 4 | April 18 |
| April 12 | April 26 | May 2 | May 16 |
| May 17 | May 31 | June 7 (b) (<i>Wed.</i>) | June 20 |
| June 21 | July 5 | July 11 | July 25 |
| August 15 | August 30 | September 5 | September 19 |
| September 13 | September 27 | October 3 | October 17 |
| October 11 | October 25 | November 1 (<i>Wed.</i>) | November 13 (c) (<i>Mon.</i>) |
| ----- | ----- | November 9 (d) (<i>Thurs.</i>) | November 28 (d) (<i>Tues.</i>) |
| November 15 | November 29 | December 5 | December 19 |

- (a) Organization Meeting - 7:30 p.m.
- (b) Change in schedule due to Primary Election, June 6.
- (c) Change in schedule due to League Conference.
- (d) Appointments Meetings - Whitman Community Room 6:00 p.m. (Closed Sessions).

This is not a notice requiring publication. It is provided in compliance with the Open Public Meetings Act and should be handled at your discretion.

Dated: 12/6/16; 1/5/17

Rosalia M. Licatase, City Clerk

Resolution (ID # 4681)
January 5, 2017

**ASSIGN COUNCIL COMMITTEES AND ESTABLISH, MAYOR, COUNCIL AND STAFF
MEMBERSHIP/LIAISON AND/OR ASSIGNMENT APPOINTMENTS**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the following 2017 Committee Assignments and the Mayor, Council and Staff Membership (M) Council Liaison (L) and /or Assignment appointments to the positions for the one-year (1) terms, or as indicated, be and they are hereby established:

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COMMITTEE ASSIGNMENTS – 2017

| | |
|--------------------------|--|
| PRESIDENT | |
| | |
| PRESIDENT PRO TEM | |

| <u>COMMITTEE</u> | <u>CHAIRMAN</u> | <u>Member</u> |
|--------------------------------|-----------------|---------------|
| BUILDINGS & GROUNDS | RUBINO | Naidu |
| FINANCE & PERSONNEL | BOWMAN | Rubino |
| GENERAL SERVICES | HURLEY | Ogden |
| LAW | NAIDU | Hurley |
| PUBLIC SAFETY | OGDEN | Sun |
| PUBLIC WORKS | SUN | Bowman |

| | |
|----------------------------|-----------------|
| CORPORATE RELATIONS | MCTERNAN |
|----------------------------|-----------------|

| | | | | | | | | | | |
|---|---|--|------------------------------|------------------|---------------------------|-------------------|--------------|--------------------|-------------------------|------------------|
| Council Liaisons to Governmental & League Offices | McTernan | | | | | | | | | |
| | | | | | | | | | | |
| Senator Booker, Senator Menendez, Congressman Lance, Governor Christie, Senator Kean, Assemblyman Bramnick and Assemblywoman Munoz | Radest / McTernan | | | | | | | | | |
| Union County Board of Freeholders: | | | | | | | | | | |
| Council member monthly assignments |  | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;">McTernan & Hurley</td> <td style="padding: 5px;">Jan – Mar</td> </tr> <tr> <td style="padding: 5px;">Naidu & Bowman</td> <td style="padding: 5px;">Apr – June</td> </tr> <tr> <td style="padding: 5px;">Ogden</td> <td style="padding: 5px;">July – Sept</td> </tr> <tr> <td style="padding: 5px;">Rubino & Sun</td> <td style="padding: 5px;">Oct - Dec</td> </tr> </table> | McTernan & Hurley | Jan – Mar | Naidu & Bowman | Apr – June | Ogden | July – Sept | Rubino & Sun | Oct - Dec |
| McTernan & Hurley | Jan – Mar | | | | | | | | | |
| Naidu & Bowman | Apr – June | | | | | | | | | |
| Ogden | July – Sept | | | | | | | | | |
| Rubino & Sun | Oct - Dec | | | | | | | | | |
| New Jersey League of Municipalities | McTernan | | | | | | | | | |

2017

**MAYOR (Ex O), COUNCIL & STAFF MEMBER (M) /LIAISONS (L) &
ASSIGNMENTS**

| MEMBER OF / LIAISON TO | PERSON | M | L |
|---|--|-------------|-------|
| AFFORDABLE HOUSING COMMITTEE | BOWMAN, NAIDU, HURLEY | M | |
| ARTS COMMITTEE | RADEST/OGDEN | M | L |
| ASSET DISPOSAL TEAM | RUBINO | | L |
| ATHLETIC FIELD USER FEE EXEC. GROUP <i>[GS & WORKS Cmte members]</i> | HURLEY, SUN | M | |
| CIVIL RIGHTS COMMISSION | NAIDU | M | |
| CD REVENUE SHARING PROGRAM | BILLY / RUBINO | M | M/Alt |
| COMMUNITY PROGRAMS ADVISORY | NAIDU | | L |
| CORPORATE RELATIONS | MCTERNAN | | L |
| EDUCATION BOARD & PRIVATE SCHOOLS | OGDEN | | L |
| EMERGENCY MANAGEMENT | RADEST, HURLEY | Ex O | |
| EMERGENCY SHARED DISPATCH COMMITTEE | OGDEN, WECK | M | |
| ENVIRONMENTAL COMMISSION | SUN | | L |
| FIRST AID SQUAD | HURLEY | | L |
| HEALTH BOARD | RUBINO | | L |
| HISTORIC PRESERVATION COMMISSION | BOWMAN | | L |
| HOUSING AUTHORITY | NAIDU | | L |
| JOINT MEETING | SUN | M | |
| JOINT INSURANCE FUND | CHAMPNEY / ROGERS | M | M/Alt |
| LABOR NEGOTIATIONS TEAM | BOWMAN | M | |
| LIBRARY <i>[Council Rep]</i> | OGDEN | | L |
| PAL ADVISORY | RADEST | Ex O | |
| PARKING ADVISORY | MCTERNAN, BOWMAN, HURLEY | | L |
| PARKLINE STEERING COMMITTEE | RADEST, MCTERNAN, RUBINO | M | |
| PASSAIC RIVER GREENWAY TASK FORCE | BOWMAN | M | |
| PLANNING BOARD | NAIDU | M | |
| RECYCLING ADVISORY CMTE. | SUN | | L |
| RENT COMMISSION | HURLEY | | L |
| SCHOOL ESTIMATE BOARD | RADEST, BOWMAN, RUBINO | Ex O & M | |
| SHADE TREE ADVISORY CMTE. | RUBINO | M | |
| SHAPING SUMMIT TOGETHER | OGDEN | M | |
| SOLID WASTE ADVISORY | CASCAIS | M | |
| SUMMIT AREA DEVELOPMENT CORP. | HURLEY | | L |
| SUMMIT DOWNTOWN, INC. | RADEST, NAIDU, SUN ROGERS <i>[non-voting]</i> | M | |
| TECHNOLOGY ADVISORY CMTE | RADEST, SUN | M | |
| U C LEAGUE OF MUNICIPALITIES | RADEST <i>(If not Mayor, then selected)</i> | M | |
| ZONING BOARD | BOWMAN | | L |

| DEPARTMENT/POSITION | PERSON | TERM | EXPIRES 12/31 OR AS SHOWN |
|----------------------------------|--|-------------|--------------------------------------|
| <u>CITY CLERK</u> | | | |
| City Clerk | Rosalia M. Licatese | 3 | 5/31/2018* |
| Deputy City Clerk | Maria Coppinger | 1 | 2017 |
| Assistant Deputy Clerk | Michelle Caputo | 1 | 2017 |
| <u>COMMUNITY SERVICES</u> | | | |
| Fire Protection Inspector | Joseph Moschello | 1 | 2017 |
| <u>COURT</u> | | | |
| Deputy Court Administrator | Jessie Parisi | 3 | 10/31/2019* |
| Public Defender | John DeMasi | 1 | 2017 |
| Alternate Public Defender | August N. Santore | 1 | 2017 |
| <u>FINANCE</u> | | | |
| City Treasurer | Margaret Gerba | 4 | 2018* |
| Assistant City Treasurer | Melissa Berger | 1 | 2017 |
| Assistant City Treasurer | <i>Vacancy (Brattlof)</i> | 1 | 2017 |
| Purchasing Agent | Margaret Gerba | 1 | 2017 |
| <u>FIRE</u> | | | |
| N.J. Fire Official | Eric Evers | | Council Pleasure |
| <u>POLICE</u> | | | |
| Prosecutor | Michael J. Mitzner | 1 | 2017 |
| Alternate Prosecutors | Jon-Henry Barr Michael Wittenberg Dawn Donohue Howard L. Egenberg | 1 | 2017 |
| <u>TAX ASSESSOR</u> | | | |
| Tax Assessor | Timothy O'Connor | | 6/30/2019* |
| Deputy Tax Assessor | Bryan Flynn | 4 | 6/30/2018* |
| <u>TAX COLLECTOR</u> | | | |
| Tax Collector | Juliette Ruggiero | 4 | 2018* |
| Deputy Tax Collector | Patricia Dougherty | 1 | 2017 |

**provided for informational purposes only*



City Clerk's Office
CA - Law

www.cityofsummit.org

Meeting: 01/05/17 07:30 PM

RESOLUTION (ID # 4681)

DOC ID: 4681

TO: Mayor and Common Council
FROM: Rosemary Licatese, City Clerk
DATE: December 2, 2016

At the annual Organization Meeting Council assignments and necessary staff appointments are made. They have been reviewed by the Mayor and Council at special Appointment's meetings and the purpose of this resolution is to make such appointments.

ESTABLISH COUNCIL BOARD, COMMITTEE, ETC. APPOINTMENTS

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the following Council new appointments and re-appointments, to the positions and for the terms indicated, be and the same are hereby made.

| <u>Affordable Housing Committee</u> <u>Expiration</u> | | <u>Term Length</u> | <u>Term</u> |
|--|---------------------|--------------------|-------------|
| Joseph M. Billy, Jr. Housing Authority Executive Director | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Burgis Associates Planner | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Paul Cascais DCS Director - Municipal Housing Liaison | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Paul G. Deehan Citizen Representative | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Gregory Drummond Planning Board Rep. | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Michael Rogers City Administrator | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Dennison Harrield Interfaith Council Representative Rep. | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Unfilled – exp. Poole Housing Authority Liaison | | 1 year | 12/31/2017 |
| Stephen Bowman Member - Council | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Patrick J. Hurley Member - Council | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| David Naidu Member - Council | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| <u>Air Traffic Noise Advisory Board</u> | | | |
| John B. Nicholas | <i>Re-appointed</i> | 1 year | 12/31/2017 |

Full Member

Unfilled - exp. Santoriello
Alternate

1 year

12/31/2017

| <u>Athletic Field User Fee Groups</u> <u>Expiration</u> | | <u>Term Length</u> | <u>Term</u> |
|---|---------------------|--------------------|-------------|
| Board of Ed Member - #1 of 2 Executive Group | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Board of Ed Member - #2 of 2 Executive Group | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Paul Cascais DCS Public Works Staff (1 of 2) Management Group | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Christopher Holenstein DCS Public Works Staff (2 of 2) Management Group | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Scott Lenz Community Programs Member (1 of 2) Executive Group | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Judith Leblein Josephs Community Programs Director (2 of 2) Executive Group | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Mark Ozoroski Community Programs Staff Management Group | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Patrick J. Hurley General Services Committee Rep. Executive Group | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Schools Athletic Director Management Group | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| June Chang Schools Superintendent Executive Group | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Richard Sun Works Committee Rep Executive Group | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Michael Rogers City Administrator | <i>Re-appointed</i> | 1 year | 12/31/2017 |

| <u>Community Development Revenue Sharing Committee</u> <u>Expiration</u> | | <u>Term Length</u> | <u>Term</u> |
|---|---------------------------------------|--------------------|-------------|
| Joseph M. Billy, Jr. Full Member | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Robert J. Rubino Alternate | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| <u>Emergency Shared Dispatch Center</u> | | | |
| Robert Weck Emergency Services Rep. | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Michael Rogers Summit City Administrator | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Mary Ogden Council Member | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Unfilled - exp. McTernan Council Member | | 1 year | 12/31/2017 |
| <u>Historic Preservation Commission</u> | | | |
| Margaret Koelliker Alternate 1 Class C, Resident | <i>Newly Apptd. (exp. Burger)</i> | 2 years | 12/31/2018 |
| Dolores O. Ward Class C, Resident | <i>Re-appointed</i> | 4 years | 12/31/2020 |
| <u>Housing Authority</u> | | | |
| A. Dennis White Member | <i>Re-assigned (unexp. Poole)</i> | 5 years | 12/31/2018 |
| Unfilled - exp. White NJ DCA Appointee | | 5 years | 12/31/2019 |
| Marvin Chang Member | <i>Newly Apptd. (exp. Kuhn)</i> | 5 years | 12/31/2021 |
| <u>Joint Insurance Fund</u> | | | |
| Megan Champney Commissioner | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Michael Rogers Alternate | <i>Re-appointed</i> | 1 year | 12/31/2017 |

**Lackawanna Coalition
Expiration**

Term Length

Term

| | | | |
|--|---|--------|------------|
| Henry Bassman Summit Representative | <i>Newly Apptd. (exp. Ammaturo)</i> | 1 year | 12/31/2017 |
|--|---|--------|------------|

Park Line (High Line) Steering Committee

| | | | |
|--|---------------------|--------|------------|
| Lisa Allen Community Representative | <i>Re-appointed</i> | 1 year | 12/31/2017 |
|--|---------------------|--------|------------|

| | | | |
|--|---------------------|--------|------------|
| James Jay Brinkerhoff Planning Board Rep. | <i>Re-appointed</i> | 1 year | 12/31/2017 |
|--|---------------------|--------|------------|

| | | | |
|--------------------------------------|---------------------|--------|------------|
| Eric Evers Fire Chief or Designee | <i>Re-appointed</i> | 1 year | 12/31/2017 |
|--------------------------------------|---------------------|--------|------------|

| | | | |
|---|---------------------|--------|------------|
| Frank Macioce Community Representative | <i>Re-appointed</i> | 1 year | 12/31/2017 |
|---|---------------------|--------|------------|

| | | | |
|------------------------------------|---------------------|--------|------------|
| Mike McTernan Council President | <i>Re-appointed</i> | 1 year | 12/31/2017 |
|------------------------------------|---------------------|--------|------------|

| | | | |
|-------------------------------|---------------------|--------|------------|
| Nora Radest Member - Mayor | <i>Re-appointed</i> | 1 year | 12/31/2017 |
|-------------------------------|---------------------|--------|------------|

| | | | |
|--------------------------------------|---------------------|--------|------------|
| Michael Rogers City Administrator | <i>Re-appointed</i> | 1 year | 12/31/2017 |
|--------------------------------------|---------------------|--------|------------|

| | | | |
|--|---------------------|--------|------------|
| Robert Rubino Member - Council Rep. | <i>Re-appointed</i> | 1 year | 12/31/2017 |
|--|---------------------|--------|------------|

| | | | |
|----------------------------------|---------------------|--------|------------|
| Aaron Schragger City Engineer | <i>Re-appointed</i> | 1 year | 12/31/2017 |
|----------------------------------|---------------------|--------|------------|

| | | | |
|--|---------------------|--------|------------|
| Robert Weck Chief of Police or Designee | <i>Re-appointed</i> | 1 year | 12/31/2017 |
|--|---------------------|--------|------------|

Parking Advisory Committee, Summit

| | | | |
|-----------------------------------|---------------------|--------|------------|
| Marin Mixon SDI Representative | <i>Re-appointed</i> | 1 year | 12/31/2017 |
|-----------------------------------|---------------------|--------|------------|

| | | | |
|------------------------------------|---|---------|------------|
| Mike Wattick Community-at-Large | <i>Newly Apptd. (unexp. A. Steiner)</i> | 2 years | 12/31/2017 |
|------------------------------------|---|---------|------------|

| | | | |
|---|--|---------|------------|
| Unfilled – unexp. Rinschler Community-at-Large | | 2 years | 12/31/2017 |
|---|--|---------|------------|

| | | | |
|----------------|--|--------|------------|
| Stephen Bowman | | 1 year | 12/31/2017 |
|----------------|--|--------|------------|

Parking Advisory Committee, Summit Expiration

Term Length

Term

| | | | |
|---|---------------------|--------|------------|
| Mike McTernan Council President | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Patrick J. Hurley Member - Council - GS Chairman | | 1 year | 12/31/2017 |

Passaic River Greenway Task Force

Term Length

| | | | |
|--|--|--------|------------|
| Unfilled – exp. Property Owner Near Passaic River Rep. | | 1 year | 12/31/2017 |
| Unfilled – exp. Environmental Comm. Rep. | | 1 year | 12/31/2017 |
| Unfilled – exp. Local Environmentalist Rep. | | 1 year | 12/31/2017 |
| Unfilled – exp. Planning Board Rep. | | 1 year | 12/31/2017 |
| Unfilled – exp. Local Developer | | 1 year | 12/31/2017 |
| Unfilled - exp. DCS Rep. | | 1 year | 12/31/2017 |

Recycling Advisory Committee

| | | | |
|---|---------------------|--------|------------|
| Paul Cascais DCS Rep. | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Sophie Li Student Representative | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Reeves-Reed Arboretum, Inc. Rep. | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Unfilled - exp. Lubin Citizen-at-Large | | 1 year | 12/31/2017 |
| Katherine Best SDI Rep. | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Unfilled - exp. Psychos Student Representative | | 1 year | 12/31/2017 |
| Unfilled - exp. Beatty (Sarah) Scout Troops | | 1 year | 12/31/2017 |
| Unfilled - exp. Lijoi Education Rep | | 1 year | 12/31/2017 |

Shade Tree Advisory Committee

| | | | |
|--------------|---------------------|--------|------------|
| Paul Cascais | <i>Re-appointed</i> | 1 year | 12/31/2017 |
|--------------|---------------------|--------|------------|

DPW Rep

| | | | |
|---|--------------------------------------|---------------------------|--------------------|
| Diane Lioudis Citizen-at-Large | <i>Newly Apptd. (exp. Freed)</i> | 2 years | 12/31/2018 |
| <u>Shade Tree Advisory Committee</u> | | <u>Term Length</u> | <u>Term</u> |
| <u>Expiration</u> | | | |

| | | | |
|-----------------------------------|--|---------|------------|
| Sarah Meiring Citizen-at-Large | <i>Newly Apptd. (exp. Bonnell)</i> | 2 years | 12/31/2018 |
|-----------------------------------|--|---------|------------|

| | | | |
|--|---------------------|--------|------------|
| Planning Board Designee PB Designee | <i>Re-appointed</i> | 1 year | 12/31/2017 |
|--|---------------------|--------|------------|

Solid Waste Advisory, Union County

| | | | |
|---|---------------------|--------|------------|
| Paul Cascais Summit's Representative | <i>Re-appointed</i> | 1 year | 12/31/2017 |
|---|---------------------|--------|------------|

Transportation Advisory Board, Union County

| | | | |
|--|--|--------|------------|
| Unfilled – exp. DeSocio Full Member | | 1 year | 12/31/2017 |
|--|--|--------|------------|

| | | | |
|---------------------------------------|--|--------|------------|
| Unfilled – exp. D'Ambola Alternate | | 1 year | 12/31/2017 |
|---------------------------------------|--|--------|------------|

Zoning Board

| | | | |
|---------------------------------|--|---------|------------|
| Michael Lisowski Full Member | <i>Re-assigned (unexp. Bowman)</i> | 4 years | 12/31/2018 |
|---------------------------------|--|---------|------------|

| | | | |
|----------------------------|---------------------|---------|------------|
| David Trone Full Member | <i>Re-appointed</i> | 4 years | 12/31/2020 |
|----------------------------|---------------------|---------|------------|

| | | | |
|-----------------------------|---------------------|---------|------------|
| Mark Hurrell Full Member | <i>Re-appointed</i> | 4 years | 12/31/2020 |
|-----------------------------|---------------------|---------|------------|

| | | | |
|--|--|---------|------------|
| Unfilled - exp. Lisowski Alternate #1 | | 2 years | 12/31/2018 |
|--|--|---------|------------|

| | | | |
|--------------------------------------|--|---------|------------|
| Unfilled - exp. Dunn Alternate #2 | | 2 years | 12/31/2018 |
|--------------------------------------|--|---------|------------|

| | | | |
|---|--|---------|------------|
| Unfilled - exp. Johnson Alternate #3 | | 2 years | 12/31/2018 |
|---|--|---------|------------|

Dated: January 5, 2017

I, Rosalia M. Licatese, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at the Organization meeting held on Thursday evening, January 5, 2017.

City Clerk

CONFIRM MAYOR'S ADVICE & CONSENT APPOINTMENTS

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the following appointments by Mayor Radest be and the same are hereby confirmed:

Arts Committee, Mayor's Partnership for Public Art/Summit

| | | <u>Term Length</u> | <u>Term Expiration</u> |
|--|---|---------------------------|-------------------------------|
| SAPF Trustee Rep. | <i>Category Eliminated</i> | | |
| Architect/Hist. Pres. Rep. | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Deborah Schwarzmann Public Schools Rep. | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| SDI Representative | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Melanie Cohn VACNJ Rep. | <i>Re-assigned</i> | 1 year | 12/31/2017 |
| Vicki Lederman Resident | <i>Newly Apptd. (exp. Kanter)</i> | 3 years | 12/31/2018 |
| Marie Cohen Resident | <i>Re-appointed</i> | 3 years | 12/31/2019 |
| Kat D'Ambola Resident | <i>Newly Apptd. (exp. Alvidrez)</i> | 3 years | 12/31/2019 |
| Ellen de Havilland Resident | <i>Re-appointed</i> | 3 years | 12/31/2019 |
| Vivian Furman Resident | <i>Re-appointed</i> | 3 years | 12/31/2019 |
| Matthew Gould Resident | <i>Re-appointed</i> | 3 years | 12/31/2019 |
| Unfilled - exp. Cohn Resident | | 3 years | 12/31/2019 |

Community Programs Advisory Board

| | | | |
|---------------|---------------------|---------|------------|
| Matthew Cohen | <i>Newly Apptd.</i> | 3 years | 12/31/2017 |
|---------------|---------------------|---------|------------|

| | | | |
|------------------------------|---|---------|------------|
| Seniors Rep. | <i>(unexp. MacMahon)</i> | | |
| Elaine Anderson Member | <i>Newly Apptd. (unexp. S. Brown)</i> | 3 years | 12/31/2018 |
| Patricia Dougherty Member | <i>Re-appointed</i> | 3 years | 12/31/2019 |

Community Programs Advisory Board

| | | <u>Term Length</u> | <u>Term Expiration</u> |
|--------------------------------------|---------------------|---------------------------|-------------------------------|
| William A. Gouveia, Jr. Member | <i>Re-appointed</i> | 3 years | 12/31/2019 |
| Laura O'Rourke Seniors Rep. | <i>Re-appointed</i> | 3 years | 12/31/2019 |
| Andrew B. Smith Resident-at-Large | <i>Re-appointed</i> | 3 years | 12/31/2019 |
| Sheline Way Resident-at-Large | <i>Re-appointed</i> | 3 years | 12/31/2019 |

Health, Board of

| | | | |
|----------------------------|---------------------|---------|------------|
| Mary Beth Cahill Member | <i>Re-appointed</i> | 3 years | 12/31/2019 |
| Audrey A. Romero Member | <i>Re-appointed</i> | 3 years | 12/31/2019 |
| Robert D. Slama Member | <i>Re-appointed</i> | 3 years | 12/31/2019 |

Rent Commission

| | | | |
|-----------------------------------|---|---------|------------|
| Regula Ehrlich Public Member | <i>Newly Apptd. (exp. Bariexca)</i> | 3 years | 12/31/2019 |
| Russell Hulsizer Landlord Rep. | <i>Re-appointed</i> | 3 years | 12/31/2019 |

Technology Advisory Committee

| | | | |
|--|---------------------|--------|------------|
| Joshua Kampel Citizen-at-Large | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Ben Rosenthal Citizen-at-Large | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| Daniel M. Siegel Citizen-at-Large | <i>Re-appointed</i> | 1 year | 12/31/2017 |
| David Szelingowski Citizen-at-Large | <i>Re-appointed</i> | 1 year | 12/31/2017 |

Danielle Mirliss
Citizen-at-Large

Newly Apptd.
(unexp. Beatty)

2 years

12/31/2017

Dated: January 5, 2017

I, Rosalia M. Licatese, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at the Organization meeting held on Thursday evening, January 5, 2017.

City Clerk

Resolution (ID # 4678)
January 5, 2017

DESIGNATE NEWS MEDIA FOR NOTICES AND AGENDA

WHEREAS, Section 3d of the Open Public Meetings Act, Chapter 231, P.L. 1975, requires that certain notices of meetings be submitted to two (2) newspapers, one of which shall be the official newspaper, and

WHEREAS, a second newspaper shall be designated by this body to give the greatest likelihood of informing the public within the jurisdictional boundaries of this body of such meetings of the City of Summit Common Council, the City Planning Board and Zoning Board of Adjustment.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

1. That *The Union County Local Source* be and the same is hereby the designated City of Summit official newspaper.
2. That the *Newark Star Ledger* be and the same is hereby designated as the second official newspaper of the City for publication of notices of meetings but only for use when the publication deadline of *The Union County Local Source* cannot be met in order to provide adequate notice as required by law of meetings of the City of Summit Common Council, the City Planning Board and Zoning Board of Adjustment.
3. That the *Newark Star-Ledger* be and the same is hereby designated as the official newspaper of the City for publication of legal notices associated with the Mount Laurel doctrine, in order to provide adequate notice as required by law.
4. That the following news media are hereby designated to receive all notices of meetings, as required under the Open Public Meetings Act, at no cost and each media shall have access to the agenda package through the City's website:

Ledger Local
Woodbridge, NJ
07067
ledgerlocal@njadvancemedia.com

The Star-Ledger/NJ.com
1 Star Ledger Plaza
Newark, NJ 07102
union@starledger.com

The Union County Local Source
Worrall Community Newspapers
1291 Stuyvesant Avenue
P.O. Box 3109
Union, NJ 07083
editorial@thelocalsource.com

Home Towne Television
70 Maple Street
Summit, NJ 07901
info@hometownetv.org

TAP Into LLC
editor@tapinto.net

Summit Patch
media@patch.com

Dated: January 5, 2017

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at the Organization Meeting held on Thursday evening, January 5, 2017.

City Clerk

Resolution (ID # 4688)
January 5, 2017

APPOINT ADA OFFICER

WHEREAS, the City of Summit has a need to appoint an employee of the City to serve as the American with Disabilities Act Coordinator to coordinate the City's efforts to comply with and carry out the responsibilities under the ADA and the rules promulgated thereunder, and

WHEREAS, the Common Council is authorized to make said appointment, and

WHEREAS, the Common Council desires to appoint the City Administrator, Michael Rogers, whose business address is 512 Springfield Avenue, Summit, New Jersey 07901, telephone number 908-277-9419, E-Mail address mrogers@cityofsummit.org, as the ADA Coordinator, and

WHEREAS, the Clerk shall post a copy of this Resolution on the City website, the City's official bulletin board for notices and the City's employee bulletin board.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT, COUNTY OF UNION, STATE OF NEW JERSEY, AS FOLLOWS:

1. That Michael Rogers be and he is hereby appointed as the ADA Coordinator for a period commencing on January 1, 2017 through December 31, 2017.
2. That this appointment is without compensation.
3. That the City Clerk shall provide a copy of this Resolution to the City Administrator, post a copy on the City website, the City's official bulletin board for notices and the City's employee bulletin board.
4. That this Resolution shall take effect as of January 1, 2017.

Dated: January 5, 2017

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at the Organization meeting held on Thursday evening, January 5, 2017.

City Clerk



City Clerk's Office
CA - Law

www.cityofsummit.org

Meeting: 01/05/17 07:30 PM

RESOLUTION (ID # 4688)

DOC ID: 4688

TO: Mayor and Common Council
FROM: Rosemary Licatese, City Clerk
DATE: December 5, 2016

Pursuant to Title II of the ADA Regulations, 28 Code of Federal Regulations, Part 35.107(a) & (b), it is necessary to designate a city employee as ADA Compliance Coordinator and establish a grievance procedure if a public entity has 50 or more employees.

Resolution (ID # 4677)
January 5, 2017

**APPOINT AFFIRMATIVE ACTION OFFICER AND PUBLIC AGENCY COMPLIANCE
OFFICER (P.A.C.O.)**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the following be and is hereby appointed as Affirmative Action Officer and Public Agency Compliance Officer (P.A.C.O.) Officer pursuant to P.L. 1975:127 and NJAC 17:27, for the term indicated below:

| <u>Name</u> | <u>Term</u> |
|---------------------|-------------|
| Rosalia M. Licatese | Indefinite |

Dated: January 5, 2017

I, Rosalia M. Licatese, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at the Organization Meeting held on Thursday evening, January 5, 2017.

City Clerk



City Administrator's Office
CA - Finance/Personnel

www.cityofsummit.org

Meeting: 01/05/17 07:30 PM

RESOLUTION (ID # 4677)

DOC ID: 4677

TO: Mayor and Common Council
FROM: Michael Rogers, City Administrator
DATE: December 2, 2016

The State requires notification of who holds this position, thus the need for the resolution.

Resolution (ID # 4709)
January 5, 2017

**AUTHORIZE 2017 LEGAL SERVICES IN EXCESS OF \$17,500.00 - CITY SOLICITOR -
CLEARY GIACOBBE ALFIERI JACOBS, LLC - NOT TO EXCEED \$100,000.00**

WHEREAS, it is necessary and expedient and in the best interests of the City of Summit to retain attorneys from time to time for the purposes of furnishing legal advice and services and instituting or defending legal actions on behalf of the City and its employees, and

WHEREAS, the City of Summit has a need to acquire the services of a City Solicitor as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, it is the opinion of the Common Council of the City of Summit that the attorney listed below possesses the necessary knowledge and competence in the particular field of responsibility and should be retained for legal services which may be required from time to time by the City and employees, and

WHEREAS, the anticipated term of this contract is from January 1 through December 31, 2017, and

WHEREAS, Matthew J. Giacobbe of Cleary, Giacobbe, Alfieri, Jacobs, LLC, has submitted a proposal dated November 15, 2016, indicating the services he will provide as City Solicitor to attend meetings of Common Council, preparation of routine resolutions, ordinances, memoranda and telephone and email communications with City officials for a retainer of \$3,000.00 per month and an hourly fee of \$180.00 for attorney services not provided for by retainer for attorneys, including partners, counsel and associates, and an hourly fee of \$100.00 for paralegals and clerks services not provided for by retainer with the cost of said services estimated by the City Administrator not to exceed \$100,000.00, and

WHEREAS, funds will be certified upon inclusion in and adoption of the 2017 Operating Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

1. That the following attorney be and is hereby appointed to furnish legal services from time to time in the areas of responsibility as indicated:

Matthew J. Giacobbe of Cleary Giacobbe Alfieri Jacobs, LLC - City Solicitor

2. That the Mayor and City Clerk are hereby authorized and directed to sign an agreement with Matthew J. Giacobbe of Cleary, Giacobbe, Alfieri, Jacobs, LLC, 169 Ramapo Valley Road, Upper Level 105, Oakland, NJ 07436, for City Solicitor Services as described herein.
3. That Cleary Giacobbe Alfieri Jacobs, LLC shall comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 (Affirmative Action), N.J.S.A. 52:32-44 (Business Registration), and the City's insurance requirements, and, if not included in the contract text, a current Fee Schedule.

4. A notice of this action shall be published in the Union County Local Source.

Dated: January 5, 2017

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at an Organization meeting held on Thursday evening, January 5, 2017.

City Clerk



City Administrator's Office
Consent Agenda

www.cityofsummit.org

Meeting: 01/05/17 07:30 PM

RESOLUTION (ID # 4709)

DOC ID: 4709

TO: Mayor and Common Council

FROM: Michael Rogers, City Administrator

DATE: December 21, 2016

Attached for your consideration is an agreement appointing Matthew J. Giacobbe of Cleary, Giacobbe, Alfieri, Jacobs, LLC as City Solicitor through December 31, 2017.

The monthly retainer fee will be \$3,000.00 which will include the attendance at Common Council meetings, and the preparation of routine resolutions, ordinances, memoranda and telephone and email communications with City officials. The hourly rate for services shall be \$180.00 per hour for attorneys, including partners, counsel and associates, and \$100.00 per hour for paralegals and clerks. The annual cost will not exceed \$100,000.

A resolution authorizing the appointment of Matthew J. Giacobbe as City Solicitor is recommended.

CLEARY | GIACOBBE | ALFIERI | JACOBS LLC

MITCHELL B. JACOBS, Partner
mjacobs@cgajlaw.co

Reply to: Matawan Office

APPENDIX A

LETTER OF QUALIFICATION

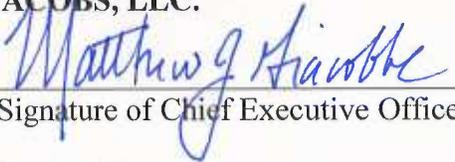
November 15, 2016

Attn: Mr. Michael Rogers, City Administrator
 City of Summit
 512 Springfield Avenue
 Summit, NJ 07901

Dear Mr. Rogers:

The undersigned has reviewed its Qualification Statement submitted in response to the Request for Qualifications (RFQ) issued by the City of Summit ("City"), dated October 27, 2016, in connection with the City's need for **GENERAL LEGAL SERVICES-CITY SOLICITOR**.

We affirm that the contents of our Qualification Statement (which Qualification Statement is incorporated herein by reference), are accurate, Factual and complete to the best of our knowledge and belief and that the Qualification Statement is submitted in good faith upon the express understanding that any false statement may result in the disqualification of **CLEARY GIACOBBE ALFIERI JACOBS, LLC**.


 (Signature of Chief Executive Officer)

Principal Partner

Cleary Giacobbe Alfieri Jacobs, LLC

Dated: 11/15/16

5 Ravine Drive
 PO Box 533
 Matawan, NJ 07747
 Tel 732 583-7474
 Fax 732 290-0753

169 Ramapo Valley Road
 Upper Level 100
 Oakland, NJ 07436
 Tel 973 845-6700
 Fax 201 644-7600

www.cgajlaw.com

CLEARY | GIACOBBE | ALFIERI | JACOBS LLC

MITCHELL B. JACOBS, Partn
mjacobs@cgajlaw.co

Reply to: Matawan Offi

APPENDIX B

LETTER OF INTENT

November 15, 2016

Attn: Mr. Michael Rogers, City Administrator
 City of Summit
 512 Springfield Avenue
 Summit, NJ 07901

Dear Mr. Rogers:

The undersigned Respondent, has (have) submitted the attached Qualification Statement in response to a Request for Qualifications (RFQ), issued by the City of Summit ("City"), dated October 17, 2016 in connection with the City's need for **GENERAL LEGAL SERVICES –CITY SOLICITOR**.

CLEARY GIACOBBE ALFIERI JACOBS, LLC HEREBY STATES:

1. The Qualification Statement contains accurate, factual and complete information.
2. **CLEARY GIACOBBE ALFIERI JACOBS, LLC** agrees (agree) to participate in good faith in the procurement process as described in the RFQ and to adhere to the City's procurement schedule.
3. **CLEARY GIACOBBE ALFIERI JACOBS, LLC** acknowledges (acknowledge) that all costs incurred by it (them) in connection with the preparation and submission of the Qualification Statement and any proposal prepared and submitted in response to the RFQ, or any negotiation which results therefrom shall be borne exclusively by the Respondent.
4. **CLEARY GIACOBBE ALFIERI JACOBS, LLC** hereby declares (declare) that the only persons participating in the Qualification Statement as Principals are named herein and that no person other than those herein mentioned has any participation in this Qualification Statement or any contract to be entered into with respect thereto. Additional persons may subsequently be included as participating Principals, but only if acceptable to the City. **CLEARY GIACOBBE ALFIERI**

5 Ravine Drive
 PO Box 533
 Matawan, NJ 07747
 Tel 732 583-7474
 Fax 732 290-0753

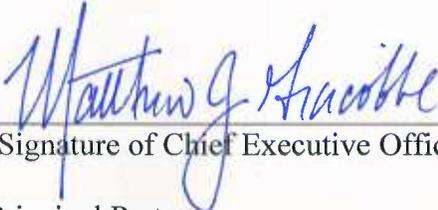
169 Ramapo Valley Road
 Upper Level 100
 Oakland, NJ 07436
 Tel 973 845-6700
 Fax 201 644-7600

www.cgajlaw.com

JACOBS, LLC declares that this Qualification Statement is made without connection with any other person, firm or parties who has submitted a Qualification Statement, except as expressly set forth below and that it has been prepared and has been submitted in good faith and without collusion or fraud.

5. **CLEARY GIACOBBE ALFIERI JACOBS, LLC** acknowledges and agrees that the City may modify, amend, suspend and/or terminate the procurement process (in its sole judgment). In any case, the City shall not have any liability to the Respondent for any costs incurred by the Respondent with respect to the procurement activities described in this RFQ.

6. **CLEARY GIACOBBE ALFIERI JACOBS, LLC** acknowledges that any contract executed with respect to the provision of **GENERAL LEGAL SERVICES- CITY SOLICITOR** must comply with all applicable local, State and Federal laws, regulations and requirements. Respondent hereby agrees to take such actions as are required in order to comply with all such applicable laws, regulations and requirements.



(Signature of Chief Executive Officer)
Principal Partner

Cleary Giacobbe Alfieri Jacobs, LLC

Dated: 11/15/16

CLEARY | GIACOBBE | ALFIERI | JACOBS LLC

Attorneys at Law

FIRM RESUME

www.cgajlaw.com

OAKLAND

169 Ramapo Valley Road
Suite UL-105
Oakland, NJ 07436
Tel (973) 845-6700
Fax (201) 644-7601

MATAWAN

5 Ravine Drive
PO Box 533
Matawan, NJ 07747
Tel (732) 583-7474
Fax (732) 290-0753

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I. EXECUTIVE SUMMARY

Cleary Giacobbe Alfieri Jacobs, LLC is a full service, general practice law firm. The Firm specializes in the areas of public practice, labor and employment law, litigation, business law and environmental/land use law. The twenty-nine (29) attorneys of Cleary Giacobbe Alfieri Jacobs, LLC have extensive experience in the representation of public entities, including municipalities, school boards and municipal utility authorities. The Firm's practice groups are fully-integrated and provide clients with a variety of experience and expertise to ensure matters are handled in an efficient and cost-effective manner. In addition, the Firm has a strong commitment to the use of the latest technology and the latest legal research tools. Cleary Giacobbe Alfieri Jacobs, LLC has a fully automated office which provides for expedient information retrieval and efficient communication between our attorneys and our clients.

As a firm, Cleary Giacobbe Alfieri Jacobs, LLC is small enough to offer personalized and responsive service, yet large enough to ensure there will always be a knowledgeable attorney available to assist a client at any time. The Firm takes pride in never being "too busy" to handle an individual client's question or emergency. The attorneys of Cleary Giacobbe Alfieri Jacobs, LLC have a track record of always being available, whether it is during or outside regular business hours. The Firm recognizes that many public clients have issues and emergencies that arise outside of normal business hours. As such, clients are provided with attorneys' cell/home numbers so that an attorney may always be reached. In addition, the Firm is available to attend any regular or special meetings.

II. ADMINISTRATIVE INFORMATION

As stated above, this Qualification Statement is submitted on behalf of the firm of Cleary Giacobbe Alfieri Jacobs, LLC. The key contact is:

Matthew J. Giacobbe
 Cleary Giacobbe Alfieri Jacobs, LLC
 169 Ramapo Valley Road, Upper Level 105
 Oakland, New Jersey 07436
 (973) 845-6700 Phone
 (201) 644-7601 Fax

Cleary Giacobbe Alfieri Jacobs, LLC has a second location at:

5 Ravine Drive
 P.O. Box 533
 Matawan, New Jersey 07747
 Phone (732) 583-7474
 Fax (732) 583-0753

The Firm is a limited liability company that employs twenty-nine (29) experienced attorneys, including twelve (12) Partners, seven (7) Counsel, nine (9) Associates, one (1) Of Counsel, and six (6) paralegals. The Principals of Cleary Giacobbe Alfieri Jacobs, LLC are:

James J. Cleary, Esq.
 Matthew J. Giacobbe, Esq.
 Salvatore Alfieri, Esq.
 Mitchell B. Jacobs, Esq.

None of our attorney's represents or has represented any adverse party in claims, either administrative, civil, criminal, and/or otherwise, against the City of Summit.

The Firm in its present state was established in November 2010. The attorneys, however, have a wide range of practice experience from recently admitted to over twenty-five (25) years representing public entities. The Firm's attorneys are all licensed to practice law in the State of New Jersey and most are licensed in neighboring jurisdictions as well. Cleary Giacobbe Alfieri Jacobs, LLC is in compliance with all applicable affirmative action requirements pursuant to Federal and State laws. An Employee Information Report and Business Registration Certificate are enclosed. The firm complies with N.J.S.A. 10:5-1 et seq. (Law Against Discrimination) and P.L. 1975, c. 127 (Affirmative Action). There are no judgments against the Firm or any of its individual attorneys for professional malpractice, or involvement in bankruptcy and/or reorganization proceedings.

III. PROFESSIONAL INFORMATION

Cleary Giacobbe Alfieri Jacobs, LLC recognizes the unique needs and challenges of its public clients. Public law presents complex and expanding legal issues facing public entities and their need for experienced, full-service legal counsel. At the same time, public entities are confronted with increasing financial constraints. As a result, Cleary Giacobbe Alfieri Jacobs, LLC tailors its legal services to meet the budgetary needs of each public client. The Firm's expertise and commitment is evidenced in the continued representation of the same public clients for numerous years, some for a decade or more. We pride ourselves in providing the services described below.

In addition, all legal services provided by Cleary Giacobbe Alfieri Jacobs, LLC are provided "in house" and are never subcontracted out to another firm. The Firm's attorneys and support staff are not members of a collective negotiations unit (Union).

A. Labor and Employment Practice

The Labor and Employment Law Group of Cleary Giacobbe Alfieri Jacobs, LLC is especially adept and experienced in handling a wide range of labor and management issues. Specifically, the Firm prosecutes disciplinary actions, negotiates collective bargaining agreements, defends employment actions in Federal and State Courts, defends grievances filed against the public entity and participates in interest arbitration and unfair labor practice proceedings. The attorneys at Cleary Giacobbe Alfieri Jacobs, LLC have successfully appeared on behalf of their public clients before both the Federal and State Departments of Labor, the New Jersey Public Employment Relations Commission, the New Jersey Civil Service Commission and the Superior Court of New Jersey and the Federal District Court to successfully defend its clients against claims arising out of the Family and Medical Leave Act

("FMLA"), the Fair Labor Standards Act ("FLSA"), the New Jersey Family Leave Act ("NJFLA"), the New Jersey Law Against Discrimination ("NJLAD"), Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act ("ADEA"), the American with Disabilities Act ("ADA") and the Occupational Safety and Health Act ("OSHA"). Further, the Firm provides legal guidance on matters involving the employer/employee relationship, including individual employment agreements, disciplinary matters, employee and personnel handbooks and requests for medical leave.

The Firm also specializes in providing its clients with risk avoidance services, including training seminars for administrators and employees in workplace harassment, changes in federal health care requirements and compliance with the FMLA, the NJFLA and OPRA. Cleary Giacobbe Alfieri Jacobs, LLC regularly issues legislative alerts and articles when there are changes in applicable law and/or regulation of significant interest to its public clients.

The Firm counsels and advises clients on state and federal labor regulations and provides representation in matters such as:

- ADA – Americans with Disability Act
- EEOC Complaints
- Employment Contracts
- Employee Handbooks and Policies
- Employment Law
- Employment Practices and Policies
- FLSA – Fair Labor Standards Act
- FMLA – Family Medical Leave Act
- Grievance Arbitrations
- Labor Law
- Unfair Labor Practices

B. Public Practice

The attorneys of Cleary Giacobbe Alfieri Jacobs, LLC have been recognized for their exceptional legal service to public entities. The Firm's clients include some of the largest municipalities and counties in the State of New Jersey, as well as numerous municipal utility authorities, planning and zoning boards, economic development authorities, school boards, and other public entities at every level of municipal, county and State government. A sampling of the Firm's services to its public clients includes the drafting and/or preparation of contracts, bid specifications, ordinances and board resolutions as well as the handling of bankruptcy matters, tax appeal litigation and defense of any and all claims filed against the public entity. Specifically, the Firm advises its public clients on all aspects of compliance with both Federal and State laws, such as the Open Public Meetings Act ("OPMA"), Open Public Records Act ("OPRA"), the Municipal Land Use Law, the Local Public Contracts Law, among others. In addition, Cleary Giacobbe Alfieri Jacobs, LLC provides legal services for environmental and land use issues, including condemnation.

C. Litigation

The Litigation Practice Group at Cleary Giacobbe Alfieri & Jacobs, LLC has built a strong reputation for providing proactive, zealous and cost effective representation. Publicly and privately held local and national companies, real estate developers, municipalities, boards of education, other public entities and entrepreneurs, as well as non-profit groups and individuals all retain Cleary Giacobbe Alfieri & Jacobs, LLC to handle their litigation matters. In the public sector, we regularly represent public entities at all levels of government in the following types of matters: wrongful discharge/retaliation, harassment/discrimination, Title 59 and cases brought under 42 U.S.C. 1983.

We pursue needed litigation with tenacity and determination, while remaining committed to being result oriented and avoiding unnecessary legal proceedings and expenses. The firm's attorneys have substantial experience with alternative dispute resolution, achieving satisfactory results for their clients through arbitration tribunals, case evaluation, mediation and/or negotiation. Always focused on limiting client exposure, our attorneys regularly consult with clients on the possible avoidance of disputes, devising a litigation strategy carefully tailored to fit each client's need.

D. References

- 1) Mr. John Bonanni, County Administrator
County of Morris
P.O. Box 900
Morristown, New Jersey 07963
Phone (973) 285-6040
- 2) Mr. Shana Taylor, Esq., County Counsel
County of Hunterdon
71 Main Street
Flemington, New Jersey 08822
Phone (908) 788-1104
- 3) Mr. Neal Bellet, Business Administrator
Township of Wayne
475 Valley Road
Wayne, New Jersey 07470
Phone (973) 694-1800 X 3204
- 4) Mr. Raymond Codey, Borough Administrator
Borough of Madison
205 Madison Avenue – Room 212
Madison, New Jersey 07940
Phone (973) 593-3038

In addition, the following examples represent a sampling of the attorneys' recent record of success:

- Negotiated agreements on behalf of the public employer with Passaic Administrative Association, Robbinsville Education Association, Ship Bottom PBA, Middletown PBA and SOA, Wall PBA, Denville Education Association and Howell Education Association, Madison Education Association, Scotch Plains PBA;
- Interest Arbitration with Madison PBA and Fairfield PBA;
- Negotiated a sidebar memorandum of agreement with Bergen County employees to provide for a 0% salary increase in order to avoid layoffs.
- Negotiated sidebar agreements with Borough of Demarest employees to avoid layoffs.
- Representing the County of Monmouth in disciplinary matters before the Office of Administrative Law.
- Represented the Borough of Oakland in the Office of Administrative Law in the appeal of the termination of two (2) police officers.
- Appearing before PERC in several unfair practice charges and scope of negotiations matters on behalf of Middletown, Ogdensburg Board of Education, Brookdale Community College and Madison Borough, Mount Olive and Fairfield.
- Prevailed in a grievance arbitration on behalf of the Borough of Paramus against the Paramus PBA concerning use of vacation time.

IV. RESUMES OF THE ATTORNEYS AT CLEARY GIACOBBE ALFIERI JACOBS, LLC.:

A. LEAD LABOR ATTORNEY

Matthew J. Giacobbe, Esq., Principal Partner

Member of New Jersey and New York Bars, United States District Court, District of New Jersey

Mr. Giacobbe focuses his practice on representing public and private sector management in all aspects of labor and employment law. Additionally, Mr. Giacobbe is general counsel or labor counsel for several school boards, municipalities, independent authorities and other government entities throughout New Jersey.

Included with Mr. Giacobbe's labor and employment practice, he has successfully represented the following public/private sectors in the labor negotiations listed below:

1. County of Hunterdon

- a. Hunterdon County Fraternal Order of Police Lodge No. 29 (Corrections Officers) and No. 94 (Sheriff's Officers)
- b. Hunterdon County Fraternal Order of Police Lodge No. 29 (Superior Officers) and Lodge No. 186 (Investigators, Sergeants, and Lieutenants)
- c. Hunterdon County Communications Workers of America (CWA), (Supervisors Unit)

2. Borough of Madison

- a. Madison Policemen's Benevolent Association (PBA) Local 92, Patrolmen
- b. Madison Superior Officers Association (SOA) Local 92, Lieutenants and Sergeants
- c. Madison Teamsters Local 469, International Brotherhood of Teamsters (I.B.T.)

3. Township of Springfield

- a. Springfield Policemen's Benevolent Association (PBA) Local 76, Patrolmen
- b. Springfield American Federation of State, County and Municipal Employee (AFSCME) Council 52 AFL-CIO, White Collar Employees
- c. FMBA Local 57 & Local 57A, Firefighters

4. Borough of River Edge

- a. River Edge Policemen's Benevolent Association (PBA) Local 201, Patrolmen
- b. River Edge Superior Officers Association (SOA) Local 201, Supervisory Officers
- c. Borough of River Edge and Local 108, Public Employee Division, RWDSU, Blue Collar Unit

B. ATTORNEY BACKGROUNDS

1. James J. Cleary, Esq., Principal Partner

Rutgers University, 1964
 Seton Hall University School of Law, 1968
 Member of New Jersey Bar

Mr. Cleary has extensive experience in all areas of legal services required by county government and currently serves as Special County Counsel for Monmouth County, a position he has held for more than fifteen (15) years. Mr. Cleary also has significant municipal law experience, having served as the Municipal Attorney for the Borough of Matawan, Assistant Law Director for Old Bridge Township, and Special Counsel for the Borough of Keyport. Mr. Cleary is a practiced real estate and land use attorney who previously served as Planning Board Attorney for Millstone Township, Union Beach, and Upper Freehold Township. By way of litigation, Mr. Cleary oversees the litigation of a large number of Monmouth County municipalities in his capacity as the Fund Attorney for the Monmouth County Joint Insurance Fund. Mr. Cleary also has considerable experience with utility authorities having represented the Old Bridge Municipal Utilities Authority, the Western Monmouth Utilities Authority, and the Manasquan River Regional Sewerage Authority. Finally, Mr. Cleary has substantial meeting procedure knowledge, having served as Parliamentarian for the New Jersey State Senate from 1998-2002.

2. Matthew J. Giacobbe, Esq., Principal Partner

Rutgers University, 1989
 Seton Hall School of Law, 1993
 Member of New Jersey and New York Bars, United States District Court, District of New Jersey

Mr. Giacobbe focuses his practice on representing public and private sector management in all aspects of labor and employment law. Additionally, Mr. Giacobbe is general counsel or labor counsel for several school boards, municipalities, independent authorities and other governmental entities throughout New Jersey. In this capacity, Mr. Giacobbe successfully argued before the Supreme Court of New Jersey in the matter of Loigman v. Middletown Township, 185 NJ 566 (2006), where the Court held that municipal attorneys are not policymakers under 42 U.S.C §1983 and are therefore immune from liability for their actions during trial.

Throughout his career, Mr. Giacobbe has handled complex labor negotiations involving public and private sector employers, often obtaining concessions from unions in areas such as salary, insurance co-pays and overtime. He routinely advises clients on termination and employee discipline, employee rights and benefits and other personnel matters. Additionally, Mr. Giacobbe has litigated claims involving employment discrimination, the Fair Labor Standards Act, the Family and Medical Leave Act, wrongful discharge, retaliation, wage and hour issues, whistleblower claims and restrictive covenant litigation in federal and state courts and before the Civil Service Commission, Public Employment Relations Commission and National Labor Relations Board.

Mr. Giacobbe has written numerous articles on labor and employment law and has lectured extensively for the New Jersey Institute for Continuing Legal Education, New Jersey School Boards Association, and the New Jersey League of Municipalities and regularly appears as a “New Jersey Super Lawyer” in New Jersey monthly magazine. Prior to entering the private sector practice, Mr. Giacobbe served as judicial law clerk for the Honorable Garrett Brown, U.S.D.J. in the United States District Court for the District of New Jersey.

3. Salvatore Alfieri, Esq., Principal Partner

Rutgers University, 1976
 Brooklyn Law School, 1983
 Member of New Jersey and New York Bars

Mr. Alfieri is a practiced local government lawyer, having served in several general counsel/municipal attorney roles as well as various municipal land use attorney positions. He currently serves as Borough Attorney for Fair Haven as well as previously having served as Township Attorney for the Township of Lakewood. Mr. Alfieri also currently serves as Attorney for the Monmouth County Police Chief’s Association. He has previously served as attorney for the Lakewood Township Planning Board, Union Beach Planning Board, Millstone Planning Board, and Aberdeen Township Planning Board. He has also served as Special Counsel for the Manalapan Township Tax Appeals Board, General Counsel to the Aberdeen Township Municipal Utilities Authority and Special Counsel to Howell Township Utility Department.

4. Mitchell B. Jacobs, Esq., Principal Partner

Northeastern University, 1983
 Nova Southeastern School of Law, 1986
 Member of New Jersey and New York Bars

Mr. Jacobs, co-managing partner of the firm, manages much of the Firm’s litigation, particularly in the areas of employment litigation, commercial litigation, personal injury, real estate litigation and probate litigation. He represents clients and insurance carriers, including the Monmouth County Joint Insurance Fund, the Garden State Insurance Fund, the Bergen County Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund. Mr. Jacobs focuses his practice in the areas of employment-related lawsuits, including discrimination, harassment, hostile work environment, wage and hour violations, and wrongful discharge in federal and state courts. Mr. Jacobs also represents private entities, including closely held businesses, financial institutions and other private employers with their employment needs. Mr. Jacobs is also a frequent lecturer and author of articles on the Health Care Reform Act and its impact on employers.

5. John A. Napolitano, Esq., Partner

Villanova University, 1982

St. John's University School of Law, 1985

Member of the bar in New Jersey, New York, and the United States District Court, District of New Jersey

Mr. Napolitano practices in the areas of governmental entity, environmental and construction law. Mr. Napolitano has over twenty (20) years experience representing wastewater authorities. He currently serves as general counsel to the Pequannock Lincoln Park Fairfield Sewerage Authority (TBSA), the North Bergen Municipal Utilities Authority, the Secaucus Municipal Utilities Authority and the Bayshore Regional Sewerage Authority.

He serves as general counsel to the New Jersey Water Environment Association. He served as a member of the board of the Association of Environmental Authorities and currently serves as its general counsel. He serves as special counsel to the Borough of Oakland on sewerage related matters. Mr. Napolitano also serves as counsel to the Hudson Regional Health Commission and general counsel to the County of Morris.

Mr. Napolitano previously worked with the engineering firm of STV/Seelye Stevenson Value and Knecht and was a Professional Engineer licensed in New York.

6. Richard A. Gantner, Esq., Partner

Rutgers University, 1989

Seton Hall Law School, 1993

Member of New Jersey and Pennsylvania Bars, United States District Court, District of New Jersey; New York and U.S. Court of Appeals, Third Circuit; District of Columbia; U.S. District Court, Eastern District of Pennsylvania

Mr. Gantner practices in the area of personal injury, automobile accidents and injuries, workers compensation, business torts, employment discrimination, family law, medical malpractice, civil litigation, negligence, federal practice and premises liability.

Mr. Gantner was Editor of the Seton Hall University Law Review from 1992-1993. He also co-authored with John P. Greenberg, M.D. "Recognizing and Preparing Closed Head Injury Cases in the Absence of Initial Diagnosis," Trial Excellence, Volume 13, Number 9, September 2001.

He served as Municipal Court Judge in the Township of Marlboro, and is a member of the Supreme Court Committee on Municipal Court Practice.

7. Bruce W. Padula, Esq., Partner

Villanova University, 1996

Seton Hall University School of Law, 1999

Member of New Jersey and Connecticut Bars, United States District Court, District of New Jersey, Supreme Court of the United States

Mr. Padula represents management in all aspects of labor and employment law. In this capacity, Mr. Padula advises clients on day-to-day employment and labor issues including the Family and Medical Leave Act, the New Jersey Family Leave Act, the Fair Labor Standards Act, Title VII, the Americans with Disabilities Act, the New Jersey Law Against Discrimination, sexual harassment, wrongful discharge, wage and hour, restrictive covenants, and unfair practice charges before the National Labor Relations Board and the Public Employment Relations Commissions.

In addition, Mr. Padula has negotiated collective bargaining agreements and regularly provides advice to clients on collective bargaining matters. Mr. Padula's experience also encompasses public law and education law, where he provides general and labor representation to school boards, charter schools and other public entities in connection with collective bargaining negotiations, grievance arbitrations, seniority issues, hiring, compensation and disciplinary issues.

Mr. Padula also advises clients on campaign finance laws and the various State and local pay-to-play restrictions and has appeared in state and Federal courts on numerous election law matters. Additionally, he has spoken extensively on the Family and Medical Leave Act and the New Jersey Family Leave Act.

Mr. Padula previously served as judicial law clerk to the Honorable Bernard F. Conway, J.S.C., of the Superior Court of New Jersey. He is currently a member of the Hoboken-North Hudson YMCA Board of Directors. Mr. Padula is a frequent author and adjunct lecturer at St. Peter's University. He is also a regular speaker at the New Jersey State Bar Association and New Jersey School Boards

8. Yaacov Brisman, Esq., Partner

Sho'r Yoshuv Rabbinical College, 2000

Benjamin N. Cardozo School of Law, 2004

Member of New Jersey Bar, United States District Court, District of New Jersey

Mr. Brisman is a Partner in the Firm's Labor and Employment and Education Law groups. Mr. Brisman focuses his practice on the representation of private and public employers in all labor and employment matters, including grievance arbitrations, employment discrimination issues and collective bargaining. Mr. Brisman also specializes in the general legal representation of public school districts and other educational institutions, including the full range of employee-related matters and special education matters. Mr. Brisman provides advice and counsel to clients to ensure compliance with all State and Federal laws and has expertise in prevention strategies to avoid many of the pitfalls employers face. Mr. Brisman is regularly retained to review and draft employment policies and is widely sought after for his training seminars, including affirmative action training, prevention of harassment and discrimination, bullying issues and specialized training for special education providers.

Mr. Brisman appears before the Appellate Division of the New Jersey Superior Court, state Courts, the Office of Administrative Law and all administrative agencies, including the Public Employment Relations Commission and the Equal Employment Opportunities Commission. Mr. Brisman has been involved in complex litigation concerning insurance coverage claims, labor union work stoppages, the State of New Jersey school funding formulas, and charter school applications among others. In the case, In re Montclair Board of Education, 33 NJPER 59 (2007), Mr. Brisman successfully litigated a matter of first impression, wherein PERC ruled that a school district may transfer an employee accused of sexual harassment, notwithstanding a disciplinary element to the transfer.

Mr. Brisman also serves as General Counsel for private corporations, including a multi-state nursing and rehabilitation staffing provider and has provided counsel to real estate developers and regional corporations.

9. Anthony P. Seijas., Partner

Monmouth University, 1994

Rutgers School of Law - Camden, 1997

Member of New Jersey Bar, United States District Court, District of New Jersey, Supreme Court of the United States; U.S. Court of Appeals; Third Circuit; and Certified R. 1:40 Mediator

Mr. Seijas focuses his practice on complex employment, constitutional and commercial litigation. He has represented real estate development corporations, manufacturers, retailers, professional groups, and municipalities throughout the state. He appears regularly in state and federal courts in New Jersey, including appellate matters and currently defends both public and private employers from employment claims including gender/pregnancy discrimination, hostile work environment and "whistleblower" claims. He also represents commercial entities in all aspects of their business including contract negotiations, business disputes and intellectual property.

Mr. Seijas has successfully defended cases brought pursuant to the Religious Land Use and Institutionalized Persons Act ("RLUIPA") and the ADA as well as a number of First, Fourth, Fifth and Fourteenth Amendment cases involving claims of excessive force, wrongful arrest, unlawful search and seizure, high speed pursuits, due process, defamation and takings. He has also successfully prosecuted and defended significant construction defect/delay claims.

Mr. Seijas has tried a number of cases to conclusions and has argued before New Jersey's Appellate Division and the Third Circuit Court of Appeals. In addition, he is a certified mediator and has served as an arbitrator for private binding arbitrations.

10. Adam S. Abramson, Esq., Partner

University of Arizona, 2001

Oklahoma City School of Law, 2004

Member of New Jersey Bar, the United States District Court, District of New Jersey

Mr. Abramson focuses his practice on the representation of public and private sector employers in labor and employment matters. His work involves providing support on a full range of employee-

related matters including employment policies and procedures, employment discrimination, employee termination, compliance with the Family and Medical Leave Act, collective bargaining issues and grievance negotiations and arbitrations.

11. Jodi M. Howlett, Esq., Partner

Green Mountain College, 2002

Vermont Law School, 2007

Member of the New Jersey Bar, United States District Court, District of New Jersey

Ms. Howlett concentrates her practice on all aspects of school board representation, including general legal matters, labor and employment, and special education. In addition to providing guidance on daily legal matters, such as board of education meetings, harassment, intimidation and bullying complaints, student discipline, and the development/review of school board policies, Ms. Howlett regularly attends meetings on behalf of district Child Study Teams, including eligibility, evaluation, and IEP meetings. In her special education practice, Ms. Howlett has successfully defended the Firm's clients in complex special education litigation in the Office of Administrative Law and appeals to the U.S. District Court. Ms. Howlett uses her extensive experience to conduct lectures and seminars for school administrators in the areas of special education and student discipline.

In addition, Ms. Howlett supervises the New Jersey Employment Practices Hotline Attorney program on behalf of the New Jersey Schools Insurance Group, which provides guidance to dozens of school boards on issues of tenure and seniority, school employee discipline and removal, Family and Medical Leave Act, New Jersey Family Leave Act, New Jersey Law Against Discrimination, and the Americans with Disabilities Act. Prior to joining Cleary Jacobbe Alfieri Jacobs, LLC, Ms. Howlett served as judicial law clerk to the Hon. Michael A. MacDonald of the Superior Court of Alaska.

12. Gregory J. Franklin Esq., Partner

Rutgers University, 1980

Thurgood Marshall School of Law, 2006

Member of New Jersey and the United States District Court, District of New Jersey

Mr. Franklin represents public employers in the Labor, Employment and Education groups. His practice focuses on contract negotiations, grievance and interest arbitration, and representing clients before various state and federal labor agencies. With over two decades of experience as an attorney and Labor Relations Officer with the City of Newark, Mr. Franklin is in a unique position to provide valuable counsel to management officials regarding contractual analysis, employee disputes and policy development.

Prior to joining the firm, Mr. Franklin worked as a Mediator for the Public Employment Relations Commission for seven years. In that role, he mediated hundreds of public sector contractual impasses involving employers and unions representing police, fire, education, municipal, county, housing and utility authority employees throughout the State of New Jersey. This experience provided exposure to an array of issues, and afforded him a distinct perspective of labor negotiations and dispute resolution which will benefit our clientele.

13. Sean T. Kean, Esq., Of-Counsel

Seton Hall University 1988
 Columbia University 1992
 Seton Hall University School of Law 1996
 Member of the New Jersey Bar

Mr. Kean is Of Counsel to the Firm and practices in the areas of municipal law, employment law, workers compensation. He is also municipal prosecutor and has served as General Counsel to the Lakewood Development Corporation.

Mr. Kean is a graduate of Seton Hall University and received a graduate degree from Columbia University. He received his law degree from Seton Hall Law School.

Mr. Kean was elected to the New Jersey General Assembly in 2002 to represent the 11th Legislative District which was comprised of twenty-five (25) coastal communities in Monmouth County. He was re-elected in 2003 and 2005. In 2007 he was elected to the New Jersey State Senate and served a four (4) year term. After legislative redistricting in 2011, Mr. Kean was elected to represent the residents of Monmouth and Ocean Counties in the newly configured 30th Legislative District as a Member of the General Assembly.

Mr. Kean is a member of the Board of Directors of the Monmouth-Ocean Development Corporation. He also serves as a Member of the Advisory Board of the Asbury Park Salvation Army. Mr. Kean also serves on the Foundation Board of Kimball Medical Center. He is also a member of the Monmouth County Bar Association Local Government Law Committee.

14. Jessica V. Henry, Esq., Counsel

Montclair State University, Magna Cum Laude, 1992
 New York University School of Law, New York, NY Juris Doctor 1995
 Member of New Jersey and New York Bars

Ms. Henry practices in the areas of litigation before the State and Federal Courts of New Jersey including the areas of commercial litigation, business torts, contractual disputes, insurance disputes, general liability as well as employment litigation on behalf of private and public sector clients. Ms. Henry also considerable experience in handling appeals. Ms. Henry's practice also encompasses the representation of clients in administrative matters.

15. Lani M. Lombardi, Esq., Counsel

Villanova University School of Law, 1998
 Member of New Jersey and U.S.V.I. Bars

Ms. Lombardi joined the firm in July 2002 after previously practicing plaintiff's mass tort litigation for three (3) years. At this Firm, Ms. Lombardi has represented the County of Monmouth and Green Brook, as well as various municipalities and utility authorities in various disciplines including

negligence, property damage, real estate, workers compensation, and condemnation actions. In addition to her experience at the trial level, Ms. Lombardi has appeared on behalf of the County of Monmouth and numerous municipalities before the New Jersey Appellate Court and the New Jersey Tax Court. Ms. Lombardi served as associate public defender for three years in both Howell Township and Borough of Matawan.

16. Gina L. Anton, Esq., Counsel

Seton Hall University 2003

Quinnipiac University School of Law, 2006

Member of New Jersey Bar and the United State District Court, District of New Jersey

Ms. Anton is Counsel to the Firm. She represents both public and private clients, focusing primarily on labor and employment-related matters, with an emphasis on multi-plaintiff wage and hour class and collective action litigation. Ms. Anton also provides day-to-day counseling and advice concerning the Fair Labor Standards Act (FLSA), the Americans with Disabilities Act (ADA), the Age Discrimination in Employment Act (ADEA), the Family & Medical Leave Act (FMLA), Title VII, and other related laws governing unlawful harassment, discrimination, retaliation and termination. She also responds on behalf of management to employee claims before Federal and State administrative agencies, and advises clients on issues such as personnel policies, employment contracts, severance agreements, employee handbooks, and other related personnel matters.

As a member of the American Bar Association, Ms. Anton served as Vice-Chair for both the Entertainment & Sports Law and Public Contracts Law committees (Young Lawyers Division). She was also selected as a Young Lawyers Division Fellow for the State and Local Government Bargaining Committee, and is a member of the New Jersey Bar Association, Sports and Entertainment Law Committee.

Ms. Anton has co-authored articles on labor and employment law and has lectured at the American Bar Association's Annual Labor and Employment Law Conference. She also conducts Anti-Harassment and Ethics seminars on behalf of employers. In 2011 and 2012, Ms. Anton was named a New Jersey Super Lawyers' "Rising Star" by New Jersey Monthly magazine.

Prior to joining the firm, Ms. Anton worked as an attorney for the Morris County Prosecutor's Office.

17. Paul L. LaSalle, Esq., Counsel

Monmouth University, 2003

University of Dayton Ohio School of Law, 2006

Member of New Jersey and Pennsylvania Bars, United States District Court, District of New Jersey

Mr. LaSalle joined the firm in January 2008. Prior to joining the firm, Mr. LaSalle worked as an Associate with the law firm of Ronan Tuzzio & Giannone, where his practice included the defense of medical malpractice and automobile and premise liability matters. Mr. LaSalle presently serves as defense counsel to various public entities and employers, and practices in the areas of commercial and contractual litigation.

18. Ron Kavanagh, Esq., Counsel

College of New Jersey, 1998

Rutgers University School of Law–Newark, 2008

Member of the New Jersey and New York Bars, United States District Court, District of New Jersey

Mr. Kavanagh represents public and private sector employers in labor and employment law matters. He counsels clients on wage and hour claims, the Family and Medical Leave Act, as well as employee grievances and arbitrations. Prior to Law School, Mr. Kavanagh was employed by Mellon Financial Corporation as a Participant Services Analyst specializing in administering pension and 401-K plans for the firm's clients. During Law School, Mr. Kavanagh served as the managing Article Editor for the Rutgers Law Record. Upon graduation he also served as the judicial law clerk to the Honorable Robert J. Brennan of the Superior Court of New Jersey, Morris County.

19. Danielle Pantaleo, Esq., Counsel

Rutgers University 1993

Seton Hall University School of Law, 2000

Member of the New Jersey Bar

Ms. Pantaleo is Counsel to the Firm and concentrates her practice on the representation of management in all aspects of labor and employment law and school law. She represents and advises private and public sector employers on the Family and Medical Leave Act, the New Jersey Family Leave Act, the Fair Labor Standards Act, Title VII, the Americans with Disabilities Act, the New Jersey Law Against Discrimination, sexual harassment, wrongful discharge, wage and hour claims, grievances, arbitrations, collective bargaining issues and tenure and seniority matters. Ms. Pantaleo also provides general counsel services to local municipalities and school boards throughout New Jersey. Ms. Pantaleo devotes a portion of her practice to enforcing creditor's rights in bankruptcy matters. Prior to joining Cleary Jacobbe Alfieri Jacobs, LLC, Ms. Pantaleo served as a judicial law clerk to the Honorable Robert Feldman of the Superior Court of New Jersey.

20. Michael A. Augello, Jr., Counsel

George Washington University, 2003

New England School of Law, 2007

Member of the New Jersey and New York Bars; United States District Court, District of New Jersey

Mr. Augello is Counsel to the firm in its Litigation Department. He practices before the State and Federal Courts of New Jersey and New York representing both public and private employers in defending claims arising out of constitutional, employment, commercial, contract, education, and municipal law. Mr. Augello also provides legal counselling to the firm's public entity and private clients in various labor related matters including personnel policies and employment contracts.

Mr. Augello is a 2003 graduate of The George Washington University in Washington D.C. where he received his B.A. in English with a minor in Creative Writing. He graduated from New England School of Law in Boston, Massachusetts in 2007 and is licensed to practice in New Jersey and New York. Mr.

Augello is a graduate of the Justice Morris Pashman American Inn of Court and is a member of the Bergen County and Morris County Bar Associations.

Prior to entering private practice, Mr. Augello served as Judicial Law Clerk to the Honorable Robert C. Wilson, J.S.C. in the Bergen County Superior Court.

21. Ashley E. Malandre, Esq., Associate

American University, 2007
Thomas Jefferson School of Law, 2011
Member of the New Jersey Bar

Ms. Malandre is an Associate with the Firm who concentrates her practice on representation of management in all aspects of Labor and Employment Law, Municipal Law, and Family Law. Specifically, Ms. Malandre represents public entities in matters involving Civil Rights, the Law against Discrimination, the Americans with Disabilities Act, hostile work environment, harassment, and premise liability. Additionally, Ms. Malandre has served as a Prosecutor for various municipalities in Monmouth County. Currently, Ms. Malandre serves as Monmouth County Special Counsel in the area of Civil Commitments.

Prior to joining Cleary Giacobbe Alfieri Jacobs, LLC, Ms. Malandre served as judicial law clerk to the Honorable Dennis R. O'Brien, J.S.C., of the Superior Court of New Jersey, Monmouth County. She is currently a member of the New Jersey State Bar Association and the Monmouth County Bar Association, where she is a committee member of the Young Lawyer's Division.

22. Frances L. Febres, Esq., Associate

Ramapo College of New Jersey, 2007
CUNY School of Law, 2012
Member of the New Jersey and New York Bars; United States District Court, District of New Jersey

Ms. Febres practices in the areas of education, special education, labor and employment, and local government law. As part of her practice, Ms. Febres researches complex issues and provides support to clients, conducts trainings for administrative staff, represents clients in proceedings before administrative and judicial tribunals and prepares employment and municipal contracts. Some of areas in which Ms. Febres provides support includes employee benefits, including the Affordable Care Act, compliance with the Individuals with Disabilities Education Act ("IDEA"), tenure and seniority, TEACHNJ and ACHIEVENJ, and school ethics.

Prior to joining the firm, Ms. Febres had developed diverse experience with administrative agencies and state courts. Specifically, Ms. Febres interned with Justices in the New York Appellate Division and civil trial court. She also interned for a New York City agency where she participated in proceedings on the record.

23. Bradley Tishman, Esq., Associate

Binghamton University, 2002

University of Miami School of Law, 2006

Member of the New Jersey, New York, and Florida Bars, United States District Court, District of New Jersey, U.S. Court of Appeals, Third Circuit

Mr. Tishman is an associate who specializes in labor/employment, civil rights, and education law on behalf of management. Mr. Tishman represents both public and private sector clients in Federal, State, and administrative proceedings. He has also prosecuted numerous disciplinary matters at the departmental level and before the Civil Service Commission.

Mr. Tishman successfully obtained a reversal of both the trial court's and Appellate Division's denial of summary judgment on interlocutory appeal to the New Jersey Supreme Court in Winters v. North Hudson Regional Fire and Rescue, 212 N.J. 67 (2012). In this landmark decision, the Court precluded a firefighter's CEPA (whistleblower) and First Amendment claims from proceeding to trial by applying the doctrine of collateral estoppel from two prior disciplinary actions that found the employee engaged in egregious misconduct.

24. Dante M. Alfieri, Esq., Associate

Ramapo College 2009

Widener University School of Law, 2012

Member of New Jersey Bar

Upon graduation from Widener University School of Law in Wilmington, Delaware, in 2012 Mr. Alfieri, completed a judicial clerkship in the Chancery Division of the Monmouth County Superior Court of New Jersey. Mr. Alfieri focuses his practice on the representation of public and private entities in land use and tax appeal matters.

25. Andres Acebo, Esq., Associate

Brown University, 2008

Rutgers University School of Law, 2011

Member of New Jersey and the District of Columbia Bars; the United States District Court, District of New Jersey

Mr. Acebo has experience handling complex business disputes, employment and labor law counseling and litigation, trade secret prosecutions, and internal investigations. He counsels and represents both public entities and private businesses in state and federal court actions, arbitration and mediation proceedings.

Mr. Acebo completed his undergraduate study at Brown University, where he was a senior editor of the Brown Journal of World Affairs and a volunteer at the Howard R. Swearer Center for Public Service. He graduated from Rutgers University School of Law-Newark. While in law school, he was elected President of the Rutgers Association of Latin-American Law Students, Vice-President of Communication of the Hispanic National Bar Association's Law Student Division, and Managing

Symposium Editor of the Rutgers Race and the Law Review. Mr. Acebo was also a constitutional law research assistant and a pro bono mediator with the United States Equal Employment Opportunity Commission.

Mr. Acebo has published several articles concerning the cross-section of race, law, politics, and public policy with the Columbia Journal of Race and Law, The Brown University Policy Review, the Seton Hall Legislative Journal, and the Rutgers Race and the Law Review. He also holds leadership positions with the Hispanic National Bar Association (HNBA) and the Hispanic Bar Association of New Jersey (HBA-NJ). He currently serves as the Press Secretary of the HBA-NJ and as a New Jersey representative to the Young Lawyers Division of the HNBA.

Prior to entering private practice, Mr. Acebo clerked for the Honorable Jonathan N. Harris in the Appellate Division of the Superior Court of New Jersey.

26. Micci J. Weiss, Esq., Associate

Rutgers University, 2002

Seton Hall School of Law, 2005

Member of the New Jersey and New York Bars; United States District Court, District of New Jersey, U.S. District Courts - Southern District of New York, Eastern District of New York; U.S. District Court; District of Colorado, Northern District of Illinois, U.S. Court of Appeals - 9th Circuit

Mr. Weiss focuses his practices in the areas of Labor and Employment Law and School Law. Mr. Weiss also handles business and real estate litigation matters, including breach of contract, shareholder disputes and real estate commission disputes. He was part of successful trial team in corporate dissolution matter and has successfully settled several multi-million dollar litigation matters through mediation. Mr. Weiss has also appeared before various planning and zoning boards throughout New Jersey and New York.

Prior to joining the Firm, Mr. Weiss was extensively involved in the representation of developers and business requiring federal, state, and/or local governmental approvals including obtaining site plan, subdivision and variance approvals for commercial, industrial and residential projects.

27. Jaclyn M. Kavendek, Esq., Associate

George Mason University, 2012

The Catholic University of America, Columbus School of Law, 2015

Member of the New Jersey and New York Bars; United States District Court, District of New Jersey

Ms. Kavendek practices in the areas of education, labor and employment, and local government law. She recently completed her Juris Doctorate from The Catholic University of America, Columbus School of Law. Prior to joining the firm, Ms. Kavendek handled insurance and intellectual property matters in a business consulting firm.

28. Scott A. Sears, Esq., Associate

Touro College, 2012
 Benjamin N. Cardozo School of Law – Yeshiva University, 2015
 Member of the New Jersey and New York Bars

Mr. Sears practices in the areas of employment and labor law, education law, and government/public entity law. He recently completed his Juris Doctorate from Benjamin N. Cardozo School of Law. Prior to joining the firm, Mr. Sears gained experience in employment and foreclosure law.

29. Catherine Kim, Esq., Associate

The College of New Jersey, 2012
 University of Maryland Francis King Carey School of Law, 2015
 Member of the New Jersey Bar

Ms. Kim practices in the areas of real estate, zoning, and litigation. She recently completed her Juris Doctorate from The University of Maryland Francis King Carey School of Law. Prior to joining the firm, Ms. Kim clerked for Monmouth County Prosecutor's Office, Baltimore City State's Attorney's Office, and Maryland Attorney General's Office.

V. REPRESENTATIVE CLIENTS LIST

Below is a representative list of current Municipal and Public/Private Entity clients:

1. Bergen County Board of Social Services
2. Bergen Community College
3. Bergen County Improvement Authority
4. Borough of Chester
5. Borough of Demarest
6. Borough of Eatontown
7. Borough of Fair Haven
8. Borough of Fair Lawn
9. Borough of Garwood
10. Borough of Helmetta
11. Borough of Highlands
12. Borough of Interlaken
13. Borough of Lakehurst
14. Borough of Little Silver
15. Borough of Madison
16. Borough of Manasquan
17. Borough of Matawan
18. Borough of Mendham
19. Borough of Midland Park
20. Borough of Oakland
21. Borough of Oakland Public Library
22. Borough of Oceanport
23. Borough of River Edge
24. Borough of Rockaway
25. Borough of Roosevelt
26. Borough of Sea Bright
27. Borough of Ship Bottom
28. Borough of Shrewsbury
29. Borough of Somerville
30. Borough of Spring Lake
31. Borough of Tinton Falls
32. Brookdale Community College
33. City of Atlantic City
34. City of East Orange
35. City of Long Branch
36. City of Newark
37. City of Paterson
38. County of Hunterdon
39. County of Monmouth
40. County of Morris
41. East Orange Water Commission
42. Hudson Regional Health Commission
43. Madison-Chatham Joint Meeting
44. Muscanetcong Sewerage Authority
45. Passaic Valley Water Commission
46. Somerset Raritan Sewerage Authority
47. Sussex County Municipal Utilities Authority (SCMUA)
48. Township of Allamuchy
49. Township of Andover
50. Township of Boonton
51. Township of Denville
52. Township of Dover
53. Township of Fairfield
54. Township of Fairfield Public Library
55. Township of Harding
56. Township of Hardyston
57. Township of Hazlet
58. Township of Holmdel
59. Township of Howell
60. Township of Little Falls
61. Township of Long Hill
62. Township of Manalapan
63. Township of Montville
64. Township of Mount Olive
65. Township of Neptune
66. Township of North Bergen
67. Township of North Bergen MUA
68. Township of Old Bridge
69. Township of Old Bridge MUA
70. Township of Saddle Brook
71. Township of Saddle River
72. Township of Secaucus MUA
73. Township of Springfield
74. Township of Upper Freehold
75. Township of Wall
76. Township of Washington MUA
77. Township of Wayne
78. Two Bridges Sewerage Authority
79. Union County College
80. Warren County Community College

VI. ANY JUDGMENTS WITHIN THE LAST THREE (3) YEARS

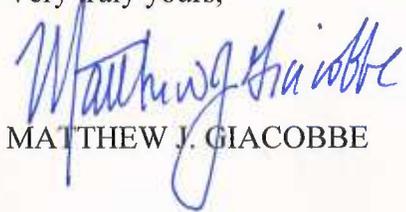
The Firm represents that there have been no judgments brought against it for professional malpractice.

VII. COMPENSATION INFORMATION

The firm proposes to provide legal services as Labor Attorney at the rate of \$180.00 per hour for all attorneys, including partners, counsel, and associates, and at a rate of \$100.00 per hour for paralegals.

On behalf of Cleary Giacobbe Alfieri Jacobs, LLC I would like to thank you for your consideration. Please do not hesitate to contact me should you have any questions or require additional information. I may be reached at (973) 845-6700 or via e-mail at mgiacobbe@cgajlaw.com. I look forward to hearing from you.

Very truly yours,



MATTHEW J. GIACOBBE

**APPENDIX D
BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8
CITY OF SUMMIT – 2016**

Part I – Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that the *(name of business entity)* _____ has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding *(date of scheduled award by the governing body TO BE COMPLETED BY CITY)* _____, 2016, to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the **CITY OF SUMMIT** as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

| | |
|---|---|
| <ul style="list-style-type: none"> Summit Municipal Democratic Committee (Mayor Nora Radest, Council members B. David Naidu, Richard Sun) | <ul style="list-style-type: none"> Nora Radest for Mayor |
| | <ul style="list-style-type: none"> McTernan for Council |
| | <ul style="list-style-type: none"> New Jersey State Democratic Committee |
| <ul style="list-style-type: none"> Summit Republican City Committee (Council members Patrick Hurley, Sandra Lizza, Mike McTernan, Mary Ogden, Robert Rubino) | <ul style="list-style-type: none"> Naidu for Council |
| | <ul style="list-style-type: none"> Dickson, Smith, Dill and Ogden |
| | <ul style="list-style-type: none"> Rubino for Council |
| | <ul style="list-style-type: none"> Sun for Summit Council |
| | <ul style="list-style-type: none"> |

Part II – Ownership Disclosure Certification

I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

- Partnership
 Corporation
 Sole Proprietorship
 Subchapter S Corporation
 Limited Partnership
 Limited Liability Company
 Limited Liability Partnership

| Name of Stock or Shareholder | Home Address |
|------------------------------|--------------------------------|
| James J. Cleary | 107 Haven Way, Morganville, NJ |
| Matthew J. Giacobbe | 150 Andrew Avenue, Oakland, NJ |
| Salvatore Alfieri | 4 Colony Drive, Marlboro, NJ |
| Mitchell B. Jacobs | 9 Vista Drive, Morganville, NJ |
| | |
| | |
| | |

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: Cleary Giacobbe Alfieri Jacobs

Signed: Matthew J. Giacobbe Title: Principal Partner

Print Name: Matthew J. Giacobbe Date: 11/15/16

Subscribed and sworn before me this 15 day of November, 2016

My Commission expires: 5/10/21

Matthew J. Giacobbe
 (Affiant)
Matthew J. Giacobbe/Principal Partner
 (Print name & title of affiant) (Corporate Seal)

Robert J. Wilson

APPENDIX C

PAYMENT CONDITIONS AND RATE SCHEDULES

1. The hourly rate for **2017 GENERAL LEGAL SERVICES – CITY SOLICITOR** shall be One Hundred and Eighty Dollars (\$180.00) an hour for attorneys and One Hundred Dollars (\$100.00) an hour for paralegals and clerks.
2. Counsel shall be reimbursed at cost for expenses incurred for duplication, filing fees, court reporters and other reasonable out-of-pocket expenses advanced and/or incurred by counsel. Counsel shall be reimbursed for direct charges including disbursements that are actual expenses incurred by the Professional and or/their associated Firm in connection with the services provided, and shall include, but not be limited to:
 - a. Telegrams, faxes and long distance (Out-of-State) telephone calls;
 - b. Payment of filing, application fees, review fees and similar charges;
 - c. Computer expenses including time and proprietary program charges;
 - d. Outside printing, reproduction, binding, collating and other graphic services;
 - e. Messenger service, postage and handling of drawing and specifications, reports, contracts and other bulky items.
3. Monthly invoices shall be submitted detailing all services performed.

Signature: The undersigned hereby acknowledges and accepts the established payment terms.

Name of Respondent/Firm: Cleary Giacobbe Alfieri Jacobs, LLC

Print name and title: Matthew J. Giacobbe/Principal Partner

Signature: *Matthew J. Giacobbe* Date: 11/15/16

ATTEST:

Roberta Sue Wilson
Roberta Sue Wilson

Witness

Attachment: Cleary Giacobbe - City Solicitor - proposal (4709 : Authorize 2017 City Solicitor Services >\$17,500.00-Cleary Giacobbe Alfieri

**BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8
CITY OF SUMMIT**

The following is statutory text related to the terms and citations used in the Business Entity Disclosure Certification form.

"Local Unit Pay-To-Play Law" (P.L. 2004, c.19, as amended by P.L. 2005, c.51)

19:44A-20.6 Certain contributions deemed as contributions by business entity.

5. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity.

19:44A-20.7 Definitions relative to certain campaign contributions.

6. As used in sections 2 through 12 of this act:

"business entity" means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

"interest" means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate;

Temporary and Executing

12. Nothing contained in this act shall be construed as affecting the eligibility of any business entity to perform a public contract because that entity made a contribution to any committee during the one-year period immediately preceding the effective date of this act.

~~~~~  
**The New Jersey Campaign Contributions and Expenditures Reporting Act (N.J.S.A. 19:44A-1 et seq.)**

**19:44A-3 Definitions.** In pertinent part...

p. The term "political party committee" means the State committee of a political party, as organized pursuant to R.S.19:5-4, any county committee of a political party, as organized pursuant to R.S.19:5-3, or any municipal committee of a political party, as organized pursuant to R.S.19:5-2.

q. The term "candidate committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) for the purpose of receiving contributions and making expenditures.

r. the term "joint candidates committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) by at least two candidates for the same elective public offices in the same election in a legislative district, county, municipality or school district, but not more candidates than the total number of the same elective public offices to be filled in that election, for the purpose of receiving contributions and making expenditures. For the purpose of this subsection: ...; the offices of member of the board of chosen freeholders and county executive shall be deemed to be the same elective public offices in a county; and the offices of mayor and member of the municipal governing body shall be deemed to be the same elective public offices in a municipality.

**19:44A-8 and 16 Contributions, expenditures, reports, requirements.**

*While the provisions of this section are too extensive to reprint here, the following is deemed to be the pertinent part affecting amounts of contributions:*

"The \$300 limit established in this subsection shall remain as stated in this subsection without further adjustment by the commission in the manner prescribed by section 22 of P.L.1993, c.65 (C.19:44A-7.2)

## APPENDIX E

### C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM Contractor Instructions

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a "fair and open" process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s.2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to (see reverse for listing):

- any State, county, or municipal committee of a political party
- any legislative leadership committee\*
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
  - of the public entity awarding the contract
  - of that county in which that public entity is located
  - of another public entity within that county
  - or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed \$300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 52:34-25(b) itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an "interest:" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs).

When the business entity is a natural person, "a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity." [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form or a content-consistent facsimile may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law.

\* N.J.S.A. 19:44A-3(s): "The term "legislative leadership committee" means a committee established, authorized to be established, or designated by the President of the Senate, the Minority Leader of the Senate, the Speaker of the General Assembly or the Minority Leader of the General Assembly pursuant to section 16 of P.L.1993, c.65 (C.19:44A-10.1) for the purpose of receiving contributions and making expenditures."

H:\Administrative\Administration\Word Files\RFPs and RPOs\RPO City Solicitor 2017.doc





**List of Agencies with Elected Officials Required for Political Contribution Disclosure  
N.J.S.A. 52:34-25**

**County Name: Union**

**State: Governor, and Legislative Leadership Committees**

**Legislative District #: 21**

**State Senator and two members of the General Assembly per district.**

**County:**

**Freeholders**

**County Clerk**

**Sheriff**

**Surrogate**

**Municipalities (Mayor and members of governing body, regardless of title):**

Berkeley Heights Township  
Clark Township  
Cranford Township  
Elizabeth City  
Fanwood Borough  
Garwood Borough  
Hillside Township

Kenilworth Borough  
Linden City  
Mountainside Borough  
New Providence Borough  
Plainfield City  
Rahway City  
Roselle Borough

Roselle Park Borough  
Scotch Plains Township  
Springfield Township  
Summit City  
Union Township  
Westfield Town  
Winfield Township

**Boards of Education (Members of the Board):**

Berkeley Heights Township  
Clark Township  
Cranford Township  
Elizabeth City  
Garwood Borough  
Hillside Township  
Kenilworth Borough

Linden City  
Mountainside Borough  
New Providence Borough  
Plainfield City  
Rahway City  
Roselle Borough  
Roselle Park Borough

Scotch Plains-Fanwood Regional  
Springfield Township  
Union Township  
Westfield Town  
Winfield Township

**Fire Districts (Board of Fire Commissioners):**

None

Attachment: Cleary Giacobbe - City Solicitor - proposal (4709 : Authorize 2017 City Solicitor Services >\$17,500.00-Cleary Giacobbe Alfieri

APPENDIX F

STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business:

- I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.
- OR
- I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

- Partnership
- Limited Partnership
- Subchapter S Corporation
- Corporation
- Limited Liability Company
- Sole Proprietorship
- Limited Liability Partnership

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

|                                                                         |                                                                             |
|-------------------------------------------------------------------------|-----------------------------------------------------------------------------|
| Name: James J. Cleary<br>Home Address: 107 Haven Way<br>Morganville, NJ | Name: Matthew J. Giacobbe<br>Home Address: 150 Andrew Avenue<br>Oakland, NJ |
| Name: Salvatore Alfieri<br>Home Address: 4 Colony Drive<br>Marlboro, NJ | Name: Mitchell B. Jacobs<br>Home Address: 9 Vista Drive<br>Morganville, NJ  |
| Name:<br>Home Address:                                                  | Name:<br>Home Address:                                                      |

Subscribed and sworn before me this 5<sup>th</sup> day of November, 2016

(Notary Public) Robert Anderson

My Commission expires: 5/10/21

Matthew J. Giacobbe  
(Affiant)  
Matthew J. Giacobbe/Principal Partner  
(Print name & title of affiant)

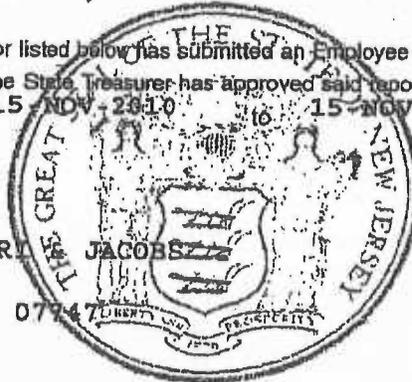
(Corporate Seal)

Attachment: Cleary Giacobbe - City Solicitor - proposal (4709 : Authorize 2017 City Solicitor Services >\$17,500.00-Cleary Giacobbe Alfieri

Certification 45751

### CERTIFICATE OF EMPLOYEE INFORMATION REPORT

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of 15-NOV-2010 to 15-NOV-2017



CLEARY GIACOBBE ALFIERI & JACOBS, L.L.C.  
5 RAVINE DRIVE  
MATAWAN

NJ 07747

Andrew P. Sidamon-Eristoff  
State Treasurer

|                                                                     |                                   |                                                                                                         |
|---------------------------------------------------------------------|-----------------------------------|---------------------------------------------------------------------------------------------------------|
| <b>STATE OF NEW JERSEY<br/>BUSINESS REGISTRATION CERTIFICATE</b>    |                                   | <small>DEPARTMENT OF TREASURY<br/>DIVISION OF REVENUE<br/>PO BOX 282<br/>TRENTON, NJ 08646-0282</small> |
| <b>TAXPAYER NAME:</b><br>CLEARY, GIACOBBE, ALFIERI & JACOBS, L.L.C. | <b>TRADE NAME:</b>                |                                                                                                         |
| <b>ADDRESS:</b><br>5 RAVINE DRIVE<br>MATAWAN NJ 07747               | <b>SEQUENCE NUMBER:</b><br>590238 |                                                                                                         |
| <b>EFFECTIVE DATE:</b><br>11/03/10                                  | <b>ISSUANCE DATE:</b><br>11/03/10 |                                                                                                         |
|                                                                     |                                   | <br>Director<br>New Jersey Division of Revenue                                                          |

(04-08), D205846V

Attachment: Cleary Giacobbe - City Solicitor - proposal (4709 : Authorize 2017 City Solicitor Services >\$17,500.00-Cleary Giacobbe Alfieri

CLEARY | GIACOBBE | ALFIERI | JACOBS LL<sup>C</sup>

MATTHEW J. GIACOBBE, Partn  
[mgiacobbe@cgajlaw.co](mailto:mgiacobbe@cgajlaw.co)

Reply to: Oakland Offi

November 15, 2016

Via Federal Express

Michael F. Rogers, Business Administrator  
 City of Summit  
 512 Springfield Avenue  
 Summit, New Jersey 07901

**Re: Qualification Statement and Proposal for:  
 General Legal Services – City Solicitor**

Dear Mr. Rogers:

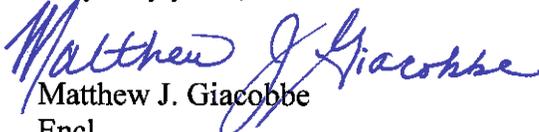
Thank you for the opportunity to submit the qualifications of our Firm, Cleary Giacobbe Alfieri Jacobs, LLC, to the City of Summit (the “City”) for consideration as General Legal Services – City Solicitor.

The Firm represents approximately one hundred (100) public entities throughout New Jersey in various capacities for many years. Our extensive experience in Labor and Employment Law puts our Firm in a unique position to assist the City with its present and future legal issues.

As City Solicitor I propose a retainer of \$3,000 per month to attend meetings of Common Council, preparation of routine resolutions, ordinances, memoranda and telephone and email communications with City officials. I have enclosed our resume for your review and invite you to visit our website at [www.cgajlaw.com](http://www.cgajlaw.com). Please feel free to contact me directly with any questions or concerns that you may have.

Thank you for your consideration.

Very truly yours,

  
 Matthew J. Giacobbe  
 Encl.

169 Ramapo Valley Road  
 Upper Level 105  
 Oakland, NJ 07436  
 Tel 973 845-6700  
 Fax 201 644-7601

5 Ravine Driv  
 PO Box 53  
 Matawan, NJ 07747  
 Tel 732 583-747  
 Fax 732 290-0753

[www.cgajlaw.com](http://www.cgajlaw.com)

Resolution (ID # 4676)  
January 5, 2017

**APPOINT 2017 VOLUNTEER FIRE DEPARTMENT SUPERIOR OFFICERS**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the following be and they are hereby appointed Company Captains and Company Lieutenants of their respective Companies in the Volunteer Division of the Fire Department of the City of Summit, for the term ending December 31, 2017.

|                            |            |                  |
|----------------------------|------------|------------------|
| Union Hose Company No. 1   | Captain    | Bruce Cooper     |
|                            | Lieutenant | Corey Platt      |
| Hose Company No. 2         | Captain    | Al Dill          |
|                            | Lieutenant | Vincent Abate    |
| Chemical Engine Company #1 | Captain    | Kyle Dobiszewski |
|                            | Lieutenant | Matthew Gloglich |
| Hook and Ladder Company #1 | Captain    | Mike Montero     |
|                            | Lieutenant | Vacant           |

Dated: January 5, 2017

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at the Organization Meeting held on Thursday evening, January 5, 2017.

City Clerk



**CITY OF SUMMIT  
FIRE DEPARTMENT**

**MEMO**

**TO:** ROSEMARY LICATESE, CITY CLERK  
**FROM:** DEPUTY CHIEF NELSON  
**RE:** SUMMIT VOLUNTEER DIVISION OFFICERS FOR 2017  
**DATE:** DECEMBER 7, 2016

---

The list illustrates the appointment of the 2017 officers of the volunteer division of the Summit Fire Department. The role of an officer in the volunteer division is limited to their duties within their company. All volunteer members function as firefighters in the field and operate under the command of career officers.

|                            |                       |                                      |
|----------------------------|-----------------------|--------------------------------------|
| Union Hose Company No. 1   | Captain<br>Lieutenant | Bruce Cooper<br>Corey Platt          |
| Hose Company No. 2         | Captain<br>Lieutenant | Al Dill<br>Vincent Abate             |
| Chemical Engine Company #1 | Captain<br>Lieutenant | Kyle Dobiszewski<br>Matthew Gloglich |
| Hook and Ladder Company #1 | Captain<br>Lieutenant | Mike Montero<br>Vacant               |

Attachment: VolOff17 (4676 : Appoint 2017 Volunteer Fire Department Superior Officers)

Resolution (ID # 4675)  
January 5, 2017

**APPOINT 20167 AUXILIARY POLICE - SUPERIOR OFFICERS**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the following be and they are hereby appointed as Chief, Deputy Chief, Lieutenant, Sergeant and Officers in the Auxiliary Division of the Police Department of the City of Summit, for the term ending December 31, 2017.

**POLICE**

Auxiliary Police Force

|                |                   |
|----------------|-------------------|
| Chief          | <i>Unfilled</i>   |
| Deputy Chief   | <i>Unfilled</i>   |
| Captain        | <i>Unfilled</i>   |
| Lieutenant     | <i>Unfilled</i>   |
| Sergeant       | Augustus Grimanis |
| Police Officer | Robert Sagendorf  |
| Police Officer | Ian Kelly         |
| Police Officer | John Pinzon       |
| Police Officer | Vanessa Hillas    |
| Police Officer | Michelle DiParisi |

Dated: January 5, 2017

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at the Organization Meeting held on Thursday evening, January 5, 2017.

City Clerk



SUMMIT POLICE DEPARTMENT  
PATROL BUREAU  
MEMORANDUM



To: Chief Robert Weck  
From: Sgt. Matthew Buntin  
Re: Auxiliary Police Appointments 2017  
Date: 12/19/16

---

Sir,

I am writing to request the reappointment of the following officers to our Auxiliary Police Unit.

Aux. Sgt. Gus Grimanis

Aux. Robert Sagendorf

Aux. Ian Kelly

Aux. John Pinzon

Aux. Vanessa Hillas

Aux. Michelle DiParisi

Respectfully submitted for your review.

*OK*  
*12/20/16*

Attachment: Auxiliary Police Appt. 2017 (4675 : Appoint 2017 Auxiliary Police - Superior Officers)

**APPOINT 2017 CROSSING GUARDS**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That those listed below be and they are hereby appointed School Crossing Guards for the 2017 year:

|                       |
|-----------------------|
| Luis Alicea           |
| Maria del C. Columbie |
| Philip Desmond        |
| Sharon Diorio         |
| Constance Duffy       |
| Sandy Freeden         |
| Daryl Germanton       |
| Claudia Guerra        |
| Robert Holmes III     |
| Geraldine Horn        |
| Peter Kelly           |
| Ronald Martin         |
| James Martinsen       |
| Joan Melussi          |
| William Piccola       |
| Carolyn Procaccini    |
| Dominick Reale        |
| Carmella Riordan      |
| Vincent Russo         |
| Michael Schettino     |
| Edward Insinger       |
| Sandra Holmes         |
| Audrey Rice           |
| Robert L. Benge       |
| Anita Feoli           |
| Roberta A. Feraro     |
| Marilyn Myers         |
| Michael Feoli         |
| William MacAdam       |
| John Powers           |

Dated: January 5, 2017

I, Rosalia M. Licatese, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at the Organization Meeting held on Thursday evening, January 5, 2017.

City Clerk

Resolution (ID # 4673)  
January 5, 2017

**ADOPT TEMPORARY MUNICIPAL OPERATING BUDGET**

WHEREAS, 40A:4-19 Local Budget Act provides that, where any contracts, commitments or payments are to be made prior to the final adoption of the 2017 Budget temporary appropriations 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 thirty days of 2017, and

WHEREAS, the total appropriations in the 2016 budget, less appropriations made for the Capital Improvement Fund and Debt Service is the sum of \$45,768,924.00 and

WHEREAS, 26.25 percent of the total appropriations in the 2016 budget less appropriations for the Capital Improvement Fund and Debt Service in the said 2016 budget is the sum of \$12,014,342.55.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT (not less than two-thirds of all the members thereof affirmatively concurring):

That the following temporary appropriations, as attached hereto, be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his records.

Dated: January 5, 2017

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at the Organization meeting held on Thursday evening, January 5, 2017.

City Clerk



Finance and Personnel Committee  
CA - Finance/Personnel

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 01/05/17 07:30 PM

---

**RESOLUTION (ID # 4673)**

---

DOC ID: 4673

TO: Mayor and Common Council

FROM: Marge Gerba, City Treasurer

DATE: December 2, 2016

**SUMMARY**

This resolution establishes a temporary budget that allows the City to expend funds until a final budget is adopted. It is typically established in the first 30 days of the new year, and can be amended within or supplemented after that time period.

**MUNICIPAL  
2017 TEMPORARY BUDGET**

|                                    | <u>Salaries</u> | <u>Other Expenses</u> |
|------------------------------------|-----------------|-----------------------|
| Administration and Executive       | \$110,243.67    | \$108,950.63          |
| Employee Assistance Program        |                 | \$1,470.00            |
| Postage                            |                 | \$15,015.00           |
| Physical Exams                     |                 | \$7,875.00            |
| Technology                         |                 | \$22,575.00           |
| City Clerk                         | \$91,375.00     | \$102,637.50          |
| Codification of Ordinances         |                 | \$2,625.00            |
| Financial Administration           | \$102,948.67    | \$25,620.00           |
| Audit Services                     |                 | \$9,187.50            |
| Tax Collection                     | \$49,291.33     | \$5,197.50            |
| Tax Assessment                     | \$74,073.00     | \$90,405.00           |
| Legal Services                     | \$11,547.00     | \$66,845.63           |
| Engineering                        | \$109,917.33    | \$5,709.38            |
| Municipal Land Use                 | \$3,833.33      | \$36,001.88           |
| Board of Adjustment                |                 | \$7,074.38            |
| Code Enforcement                   | \$65,000.00     | \$853.13              |
| General Liability Insurance        |                 | \$144,375.00          |
| Workers Comp                       |                 | \$170,625.00          |
| Employee Group Health              |                 | \$687,750.00          |
| Unemployment                       |                 | \$13,125.00           |
| Other Insurance                    |                 | \$28,875.00           |
| Police                             | \$1,832,764.00  | \$87,100.13           |
| Crossing Guards                    | \$78,766.67     | \$1,050.00            |
| Emergency Management               |                 | \$3,543.75            |
| Fire                               | \$1,198,104.67  | \$79,487.63           |
| Uniform Fire Safety                |                 |                       |
| Fire Hydrant Service               |                 | \$72,187.50           |
| Road Repairs and Maintenance       | \$218,058.67    | \$75,390.00           |
| Public Works Maintenance           | \$125,219.33    | \$20,212.50           |
| Garbage and Trash                  | \$186,061.00    | \$5,985.00            |
| Recycling                          | \$24,887.33     | \$63,787.50           |
| Transfer Station                   | \$82,447.33     | \$23,966.25           |
| Compost Area                       | \$50,074.33     | \$4,200.00            |
| Disposal Charges                   |                 | \$223,125.00          |
| Public Buildings and Grounds       | \$36,876.33     | \$40,477.50           |
| Garage                             | \$88,616.67     | \$11,077.50           |
| Board of Health                    | \$76,081.67     | \$22,575.00           |
| Dog Regulation                     |                 | \$1,312.50            |
| Social Services - Elderly Program  |                 | \$9,215.06            |
| Prevention Of Drug & Alcohol Abuse |                 | \$2,071.13            |

Attachment: temporary budget current 2017 (4673 : Adopt Temporary Municipal Operating Budget)

|                                           |                |                        |
|-------------------------------------------|----------------|------------------------|
| Maintenance of Golf Course                | \$26,750.67    | \$15,618.75            |
| Family Aquatic Center                     | \$52,000.00    | \$29,452.50            |
| Celebration of Public Events              |                | \$1,312.50             |
| Community Programs                        | \$188,471.67   | \$17,640.00            |
| Parks and Shade Trees                     | \$187,393.67   | \$66,333.75            |
| Library                                   | \$516,666.67   | \$236,337.68           |
| Electricity                               |                | \$97,650.00            |
| Street Lighting                           |                | \$40,162.50            |
| Telephone                                 |                | \$57,750.00            |
| Water                                     |                | \$16,931.25            |
| Natural Gas                               |                | \$15,750.00            |
| Heating Oil                               |                | \$12,600.00            |
| Gasoline                                  |                | \$35,437.50            |
| Diesel Fuel                               |                | \$26,250.00            |
| Community Services                        | \$159,052.00   | \$152,670.00           |
| Downtown Maintenance                      |                | \$2,231.25             |
| Public Employees Retirement System        |                | \$264,021.45           |
| Police & Fire Retirement System           |                | \$579,076.58           |
| Defined Contribution Retirement Plan      |                | \$2,362.50             |
| Social Security                           |                | \$210,000.00           |
| Municipal Court                           | \$114,054.67   | \$5,197.50             |
| Public Defender                           | \$2,833.33     |                        |
| Municipal Payment of Bond Principal*      |                | \$1,890,000.00         |
| Municipal Pymt of Bond Anticipation Note* |                |                        |
| Municipal Interest on Bonds*              |                | \$346,662.00           |
| Municipal Interest on Notes*              |                |                        |
| Downtown Business Improvement Loan*       |                |                        |
| Deferred Charges FT-UF                    |                | \$26,250.00            |
| Reserve for Tax Appeals                   |                | \$91,875.00            |
| Deficit in Dedicated Assessment Budget*   |                | \$37,000.00            |
|                                           | \$5,863,410.00 | \$6,576,129.14         |
| Sub Total before Deductions               |                | \$12,439,539.14        |
| Less Municipal Debt Service*              |                | \$2,391,787.00         |
| <b>Grand Total</b>                        |                | <b>\$10,047,752.14</b> |

Resolution (ID # 4672)  
January 5, 2017

**ADOPT TEMPORARY BUDGET - SEWER UTILITY**

WHEREAS, 40A:4-19 Local Budget Act provides that, where any contracts, commitments or payments are to be made prior to the final adoption of the 2017 Budget, temporary appropriations be made for the purposes and amount required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first thirty days of 2017, and

WHEREAS, the total appropriations in the 2016 Budget, less appropriations made for the Capital Improvement Fund and the Debt Services, is the sum of \$3,194,631.00, and

WHEREAS, 26.25 percent of the total appropriations in the 2016 Budget less appropriations for the Capital Improvement Fund and the Debt Service in the said 2016 budget is the sum of \$838,590.64.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the attached temporary appropriations be made for the Sewer Utility and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his records.

Dated: January 5, 2017

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at an Organization Meeting held on Thursday evening January 5, 2017.

City Clerk



Finance and Personnel Committee  
CA - Finance/Personnel

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 01/05/17 07:30 PM

---

**RESOLUTION (ID # 4672)**

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DOC ID: 4672 A

TO: Mayor and Common Council

FROM: Marge Gerba, City Treasurer

DATE: December 2, 2016

**SUMMARY**

This resolution establishes a temporary budget that allows the utility to function on a temporary basis until a final budget is adopted.

**SEWER UTILITY  
2017 TEMPORARY BUDGET**

|                                           |               |                        |
|-------------------------------------------|---------------|------------------------|
| <u>JOINT MEETING MAINTENANCE</u>          | \$ 530,000.00 | \$ 530,000.00          |
| <u>SEWER ADMINISTRATION</u>               |               |                        |
| SALARY AND WAGES                          | \$ 500.00     |                        |
| OTHER PAY                                 | \$ 500.00     | \$ 1,000.00            |
| OTHER EXPENSES                            |               |                        |
| SUPPLIES AND MATERIALS                    | \$ 500.00     |                        |
| MISCELLANEOUS                             | \$ 500.00     | \$ 1,000.00            |
| <u>SEWER OPERATING</u>                    |               |                        |
| SALARY AND WAGES                          |               |                        |
| FULLTIME                                  | \$ 83,000.00  |                        |
| OVERTIME                                  | \$ 10,000.00  | \$ 93,000.00           |
| OTHER EXPENSES:                           |               |                        |
| TOOLS                                     | \$ 1,000.00   |                        |
| MATERIALS                                 | \$ 1,000.00   |                        |
| BUILDING MAINTENANCE                      | \$ 200.00     |                        |
| EQUIPMENT MAINTENANCE                     | \$ 700.00     |                        |
| TRUCK MAINTENANCE                         | \$ 200.00     |                        |
| ODOR CONTROL                              | \$ 100.00     |                        |
| PUMPS MAINTENANCE                         | \$ 500.00     |                        |
| SANITARY SEWER                            | \$ 100.00     |                        |
| TV SEWER INSPECTION                       | \$ 100.00     |                        |
| FORCE MAIN REPAIRS                        | \$ 100.00     |                        |
| CONTRACT SERVICES                         | \$ 100.00     |                        |
| SEWER SERVICES                            | \$ 40,000.00  |                        |
| PUMPS ELECTRICITY                         | \$ 20,000.00  |                        |
| WATER                                     | \$ 200.00     |                        |
| CLOTHING                                  | \$ 100.00     |                        |
| TRAINING AND SEMINARS                     | \$ 1,000.00   | \$ 65,400.00           |
| <b>TOTAL OPERATING BUDGET</b>             |               | <b>\$ 690,400.00</b>   |
| <u>DEBT SERVICE</u>                       |               |                        |
| BOND PRINCIPAL PAYMENT                    | \$ 341,000.00 |                        |
| BOND INTEREST PAYMENT                     | \$ 155,583.00 |                        |
| <b>TOTAL DEBT SERVICE</b>                 |               | <b>\$ 496,583.00</b>   |
| <b>GRAND TOTAL SEWER OPERATING BUDGET</b> |               | <b>\$ 1,186,983.00</b> |

Attachment: temporary budget sewer 2017 (4672 : Adopt Temporary Budget - Sewer Utility)

Resolution (ID # 4671)  
January 5, 2017

**ADOPT TEMPORARY BUDGET - PARKING UTILITY**

WHEREAS, 40A:4-19 Local Budget Act provides that, where any contracts, commitments or payments are to be made prior to the final adoption of the 2017 Budget, temporary appropriations be made for the purposes and amount required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first thirty days of 2017, and

WHEREAS, the total appropriations in the 2016 Budget, less appropriations made for the Capital Improvement Fund and the Debt Services, is the sum of \$2,416,577.00, and

WHEREAS, 26.25 percent of the total appropriations in the 2016 Budget less appropriations for the Capital Improvement Fund and the Debt Service in the said 2016 budget is the sum of \$634,351.46.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the attached temporary appropriations be made for the Parking Utility and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his records.

Dated: January 5, 2017

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at the organization meeting held on Thursday evening January 5, 2017.

City Clerk



Finance and Personnel Committee  
CA - Finance/Personnel

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 01/05/17 07:30 PM

---

**RESOLUTION (ID # 4671)**

---

DOC ID: 4671

TO: Mayor and Common Council

FROM: Marge Gerba, City Treasurer

DATE: December 2, 2016

**SUMMARY**

This resolution establishes a temporary budget that allows the utility to function on a temporary basis until a final budget is adopted.

**PARKING UTILITY  
2017 TEMPORARY BUDGET**

**SALARY & WAGES:**

|                    |    |            |               |
|--------------------|----|------------|---------------|
| FULL-TIME SALARIES | \$ | 114,000.00 |               |
| PARTIME            | \$ | 50,000.00  |               |
| OVERTIME           | \$ | 1,000.00   |               |
| AMBASSADORS        | \$ | 5,000.00   |               |
| SUBTOTAL           |    |            | \$ 170,000.00 |

**OTHER EXPENSES:**

|                      |    |           |               |
|----------------------|----|-----------|---------------|
| SUPPLIES & MATERIALS | \$ | 40,000.00 |               |
| CREDIT CARD CHARGES  | \$ | 40,000.00 |               |
| BANK CHARGES         | \$ | 10,000.00 |               |
| ELECTRONIC COSTS     | \$ | 6,000.00  |               |
| BUILDING MAINTENANCE | \$ | 4,000.00  |               |
| EQUIPMENT SERVICE    | \$ | 22,000.00 |               |
| VEHICLE MAINTENANCE  | \$ | 2,000.00  |               |
| ELECTRICITY          | \$ | 13,000.00 |               |
| WATER                | \$ | 100.00    |               |
| TELEPHONES           | \$ | 2,000.00  |               |
| MEMBERSHIPS          | \$ | 1,000.00  |               |
| RENT                 | \$ | 10,000.00 |               |
| EQUIPMENT            | \$ | 4,000.00  |               |
| CLOTHING             | \$ | 1,000.00  |               |
| TRAINING             | \$ | 1,000.00  |               |
| PENSIONS             | \$ | 50,000.00 |               |
| SNOW REMOVAL         | \$ | 8,000.00  |               |
| SUBTOTAL             |    |           | \$ 214,100.00 |

**TOTAL OPERATING BUDGET** **\$ 384,100.00**

**DEBT SERVICE**

|                        |    |            |  |
|------------------------|----|------------|--|
| BOND PRINCIPAL PAYMENT | \$ | 201,000.00 |  |
| BOND INTEREST PAYMENT  | \$ | 75,372.00  |  |

**TOTAL DEBT SERVICE** **\$ 276,372.00**

**GRAND TOTAL PARKING OPERATING & DEBT SERVICE** **\$ 660,472.00**

Attachment: temporary budget parking 2017 (4671 : Adopt Temporary Budget - Parking Utility)

Resolution (ID # 4684)  
January 5, 2017

**AUTHORIZE ANNUAL SALARIES**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That, effective January 1, 2017, the officers of the City be and they are hereby authorized and directed to draw the necessary checks bi-weekly and pay the same annual salaries as the 2016 Salary Ordinance for all non-union employees, including anniversary increases effective January 1, 2017, and per respective collective bargaining agreements for the Police Department (PBA), Fire Department (FMBA) and Division of Public Works (Teamsters).

Dated: January 5, 2017

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at the Organization meeting held on Thursday evening, January 5, 2017.

City Clerk

## January 2017 Salaries Fire Department with 2016 Rates

| Employee Name         | Title         | Salary    |
|-----------------------|---------------|-----------|
| Bonczo, John          | FF            | \$56,812  |
| Cook, Michael         | FF            | \$112,904 |
| Deluca, Frank         | FF            | \$110,851 |
| Dorko, Christopher    | FF            | \$102,640 |
| Deuetsch, Timothy J   | FF            | \$108,798 |
| Esposito, Christopher | FF            | \$81,955  |
| Ever, Eric            | Chief         | \$181,481 |
| Evers, Henry Clint    | Batt Chief    | \$137,047 |
| Faulks, Heffrey       | FF            | \$88,955  |
| Guida, David G        | Batt Chief    | \$139,633 |
| Harnois, Brian        | LT            | \$114,958 |
| Hudkins, Jeffrey      | LT            | \$126,454 |
| Iannella, Gabriel     | FF            | \$108,798 |
| Imbimbo, Paul         | Batt Chief    | \$137,047 |
| Jenks, Kenneth        | LT            | \$114,958 |
| Kirkland, Thomas      | FF-Inspection | \$104,949 |
| Lemons, Matthew       | FF            | \$50,906  |
| Locke, Richard        | Batt Chief    | \$142,219 |
| Mallon, Scott         | FF            | \$108,798 |
| Mammone, Michael      | FF            | \$102,640 |
| May, David            | FF            | \$112,904 |
| McNamara, Jeffrey     | FF            | \$112,904 |
| Moschello, Joseph     | FF-Fire Sup   | \$114,617 |
| Mullen, Lon M         | FF            | \$110,851 |
| Murray, Thomas J, III | FF            | \$108,798 |
| Nelson, David         | Dpty Chief    | \$160,132 |
| Nichols, Dwight       | FF            | \$102,640 |
| Penn, Thomas          | FF            | \$50,906  |
| Pignatello, James     | LT            | \$114,958 |
| Stagaard, Richard     | FF            | \$110,851 |
| Tavis, Brian          | FF            | \$56,812  |
| Vecchia, Louis        | FF            | \$108,798 |

Attachment: 2017 fire salaries january (4684 : Authorize Annual Salaries)

## January 2017 Salaries Non-Union Employees at Prior Year Rates

| Employee Name           | Title                      | Salary    |
|-------------------------|----------------------------|-----------|
| Anderson, Christa       | Zoning Officer             | \$98,228  |
| Armstrong, Phyllis      | Office Manager             | \$73,277  |
| Berger, Melissa         | Asst Treasurer             | \$76,306  |
| Blades, Jin             | Assistant Director         | \$90,295  |
| Bogosian, Donald        | P/T Judge                  | \$53,550  |
| Cairns, Amy             | P/T Chief Comm Officer     | \$70,598  |
| Caputo, Michelle        | Asst Deputy Clerk          | \$66,421  |
| Cascais, Paul           | Director DCS               | \$158,094 |
| Champney, Megan         | Asst to Admin              | \$81,246  |
| Colucci, James Jr*      | Program Supervisor         | \$64,280  |
| Coppinger, Marie*       | Deputy City Clerk          | \$58,360  |
| Crossan, Lois           | TA Clerk                   | \$63,836  |
| Daniels, William        | P/T Building Insp          | \$44,906  |
| Delizio, Eric           | P/T Electrical Insp        | \$64,549  |
| DeMassi, John           | P/T Public Defender        | \$8,489   |
| Demayo, Ronald          | Environ Hlth Specialist    | \$104,918 |
| Dougherty, Patricia     | P/T Deputy TC              | \$56,092  |
| Doyle, Anthony          | Building Insp              | \$89,298  |
| Estrin, Lilya           | Secretary III              | \$61,335  |
| Fabrizio, Nancy         | Office Manager             | \$74,126  |
| Ferreira, Pamela        | Admin Assistant            | \$66,421  |
| Flynn, Bryan            | P/T Deputy TA              | \$59,196  |
| Fortune, Wanda          | Enforcement Officer        | \$57,209  |
| Galvez, Samantha        | Deputy Reg Vital Stats     | \$49,067  |
| Gerba, Margaret         | Treasurer/CFO              | \$113,887 |
| Ghetti, Donna           | Secretary III              | \$60,514  |
| Goode, Gregory          | Account Clerk              | \$49,067  |
| Griffiths, Nicole       | Admin Assistant            | \$66,421  |
| Guida, David D          | Program Supervisor         | \$55,683  |
| Holenstein, Christopher | PW Manager                 | \$102,742 |
| Horn, Kathleen          | Enforcement Officer        | \$61,786  |
| Huertas, Marilyn        | Violations Clerk           | \$61,335  |
| Hughes, Maria           | Admin Assistant            | \$77,568  |
| Hutchins, Hope          | P/T Secretary II           | \$31,382  |
| Karsen, Lauren          | Records Clerk II           | \$63,836  |
| Keating, Eileen         | Court Administrator        | \$113,016 |
| Kiefer, Cynthia         | Land Use Assistant         | \$51,520  |
| Kolbeck, Karen          | Secretary II               | \$57,209  |
| Kostrowski, John        | P/T Plumbing Insp          | \$68,070  |
| Leblein-Josephs, Judith | Director DCP               | \$135,582 |
| Lewis, Gary             | Const Official/Chief Insp  | \$131,065 |
| Licatese, Rosalia       | City Clerk                 | \$112,343 |
| Luther, Danielle        | Records Clerk I            | \$61,335  |
| Maritato, Ralph         | Building Insp              | \$89,298  |
| Matarredona, Jorge      | Housing Inspector          | \$63,836  |
| Matias, Ricardo         | Asst City Engineer         | \$104,855 |
| Mauro, N Gayle          | Registrar Vital Statistics | \$72,632  |
| McGhee, Joanne          | Office Manager             | \$77,568  |
| McNany, Rita            | Parking Manager            | \$100,195 |
| Mitzner, Michael        | P/T Prosecutor             | \$34,641  |
| Moore, Joan             | Sr Acct Clerk              | \$70,406  |
| O'Connor, Timothy       | Tax Assessor               | \$95,324  |
| Ortman, Jennifer        | Records Clerk I            | \$49,067  |
| Ozoroski, Mark          | Asst Director DCP          | \$101,103 |
| Parisi, Jessie          | Deputy Crt Administrator   | \$68,094  |
| Portine, Leon           | P/T Housing Inspect        | \$32,830  |
| Ring, Susan             | Admin Assistant            | \$66,421  |
| Rodriguez, Juan         | Technician                 | \$73,063  |
| Rogers, Michael         | Adminsitator               | \$178,887 |
| Ruggiero, Juliet        | Tax Collector              | \$91,782  |
| Sawicki, Nicole         | Secretary II               | \$57,875  |
| Schrager, Aaron         | Deputy Director/City Engr  | \$135,582 |
| Toth, Lori              | P/T Asst Engineer          | \$86,932  |

\*hired after 7/1/2016

Attachment: 2017 regular salaries january (4684 : Authorize Annual Salaries)

## January 2017 Salaries Police Department

| Employee Name       | Title | Salary    |
|---------------------|-------|-----------|
| Bartolitti, Andrew  | CAPT  | \$157,157 |
| Brunetto, John      | PO    | \$71,635  |
| Buntin, Matthew     | SGT   | \$124,626 |
| Byrne, Michael      | SGT   | \$119,629 |
| Cantone, Michael    | LT    | \$149,868 |
| Daly, Charles       | SGT   | \$114,551 |
| Deets, Jeffrey      | PO    | \$60,381  |
| DeFilippis, Donald  | PO    | \$109,095 |
| Demetro, Mark       | PO    | \$43,500  |
| Eriksen, Christian  | PO    | \$109,095 |
| Finnegan, Craig     | PO    | \$117,823 |
| Franchino, Leonard  | PO    | \$43,500  |
| Frank, Peter        | SGT   | \$134,596 |
| Freeden, James      | PO    | \$117,823 |
| Freeman, Robert     | PO    | \$119,373 |
| Garcia, Jonathan    | PO    | \$109,095 |
| Garita, Ruddy       | PO    | \$43,500  |
| Griffin, Leland     | PO    | \$109,095 |
| Kotiga, David       | PO    | \$109,095 |
| Kwiatedk, Keith     | PO    | \$77,262  |
| Ludena, Henry       | PO    | \$71,635  |
| Lyons, Louis        | PO    | \$120,005 |
| Maggiulli, Kathleen | PO    | \$109,095 |
| Martin, Ronald      | SGT   | \$137,089 |
| McDermott, Gerald   | PO    | \$109,095 |
| Medina, Christopher | PO    | \$109,095 |
| O'Leary, Sean       | PO    | \$117,823 |
| Pedersen, Raymond   | PO    | \$117,141 |
| Peer, Jeffrey       | PO    | \$117,141 |
| Peters, Ryan        | PO    | \$109,095 |
| Proctor, Richard    | SGT   | \$125,326 |
| Rabasca, Michael    | LT    | \$149,868 |
| Rich, Thomas        | SGT   | \$132,104 |
| Richel, David       | LT    | \$149,868 |
| Robertson, Charles  | PO    | \$110,645 |
| Rutkowski, Sam      | SGT   | \$124,626 |
| Santos, Paulo       | PO    | \$109,095 |
| Sauers, Jonathan    | PO    | \$115,641 |
| Sauers, Karen       | PO    | \$109,095 |
| Stanek, Ryan        | PO    | \$109,095 |
| Tarentino, Matthew  | PO    | \$72,485  |
| Thompson, Sean      | PO    | \$43,500  |
| Treiber, Michael    | SGT   | \$132,804 |
| Watson, Rodney      | PO    | \$117,823 |
| Weck, Robert        | CHIEF | \$181,481 |
| Werthmann, Brian    | PO    | \$117,141 |
| Zagorski, Steven    | CAPT  | \$163,087 |

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## January 2017 Salaries Teamsters (blue collar workers) with 2016 Rates

| Employee Name           | Title                 | Salary   |
|-------------------------|-----------------------|----------|
| Alvarado, Donald        | Maintenance Worker    | \$64,304 |
| Armijo, Fernando        | lead driver           | \$74,662 |
| Baldwin, Matthew        | Maintenance Worker    | \$46,972 |
| Baldwin, Raymond        | Operator              | \$74,662 |
| Bilello, Joseph         | Mechanic              | \$86,602 |
| Caputo, James           | Foreman               | \$99,746 |
| Caputo, Michael         | Foreman               | \$92,178 |
| Caputo, Richard         | Foreman               | \$99,746 |
| Cooper, Raymond         | Foreman               | \$99,996 |
| Cruz, Leonel            | Maintenance Worker    | \$45,872 |
| D'Angelo, Anthony       | Climber 1             | \$75,162 |
| Dasti, John             | Driver                | \$68,569 |
| DeIDuca, Sebastian      | Operator              | \$81,028 |
| Diaz, Ernesto Jr        | Assistant Forman      | \$80,002 |
| Docs, Ronald            | Maintenance Worker    | \$64,304 |
| Gaeta, Louis            | Driver                | \$69,569 |
| Gerity, Thomas J        | Golf Maintenance      | \$80,002 |
| Gonzalez, Jose          | Driver                | \$69,569 |
| Guanill, Joseph         | Maintenance Worker    | \$54,695 |
| Hopkins, Levon          | Driver                | \$73,515 |
| Hunt, Eddie             | Maintenance Worker    | \$64,304 |
| Laprezioso, Nicholas    | Maintenance Worker    | \$46,972 |
| Leontowycz, Victor      | Mechanic              | \$79,252 |
| Lynaugh, Thomas         | Assistant Forman      | \$80,002 |
| Martinez, Jose          | Driver                | \$75,162 |
| Martinez, Waldemar      | Maintenance Worker    | \$51,732 |
| McGovern, Ryan          | Operator              | \$74,662 |
| Montagna, Nicholas      | Senior Operator       | \$80,002 |
| Negri, Joseph           | Maintenance Worker    | \$69,634 |
| Pacifico, Jeffrey       | Driver                | \$74,876 |
| Palmer, Jerome          | Operator              | \$75,162 |
| Paradise, Peter         | Tree Climber          | \$58,595 |
| Phillips, Robert Jr     | Assistant Forman      | \$80,002 |
| Pietrantuono, Salvatore | Operator              | \$75,162 |
| Pinzon, John            | Maintenance Worker    | \$57,845 |
| Priore, Patrick J       | Operator              | \$75,162 |
| Reyes, Gustavo          | Sr Maintenance Worker | \$79,555 |
| Richardone, John        | Maintenance Worker    | \$45,872 |
| Rillo, J Doug           | Foreman               | \$99,746 |
| Rodriguez, Luis D       | Maintenance Worker    | \$64,304 |
| Rogers, Kevin           | Operator              | \$58,595 |
| Russo, Anthony          | Operator              | \$74,876 |
| Shaffery, Russell       | Operator              | \$69,195 |
| Torres, Wilson          | Driver                | \$79,555 |
| Williams, Theodore      | Maintenance Worker    | \$45,872 |
| Wolfe, Warren           | Maintenance Worker    | \$48,072 |
| Zotti, Christopher      | Operator              | \$70,495 |

Attachment: 2017 teamsters salaries january (4684 : Authorize Annual Salaries)

Resolution (ID # 4670)  
January 5, 2017

**ESTABLISH PROCEDURE FOR BILL PAYMENT, MATERIALS, RECEIPT AND CHECK  
SIGNING**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the procedure for the Payment of Bills and Recording of Receipt for Materials Received shall be in accordance with Ordinances #08-2801 and 10-2890 and Resolution #23208.

BE IT FURTHER RESOLVED that in accordance with the Guidelines promulgated by the Local Finance Board of the Division of Local Finance and all checks for the disbursing of moneys for payment of claims shall be signed by the City Clerk and the City Treasurer.

Dated: January 5, 2017

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at the Organization Meeting held on Thursday evening, January 5, 2017.

City Clerk

Resolution (ID # 4669)  
January 5, 2017

**AUTHORIZE PURCHASING AGENT PARTICIPATION WITH COOPERATIVE PRICING  
AND STATE PURCHASING AGREEMENTS**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the City of Summit, through its Purchasing Agent, is hereby authorized and directed to participate in purchase of any materials, supplies or equipment under contracts for such materials, supplies or equipment entered into on behalf of Union County Cooperative Pricing System, the Morris County Cooperative Pricing Council, the Somerset County Cooperative Pricing System, Cranford Police Cooperative Pricing System, the New Jersey Parking Cooperative Pricing System, the National Joint Powers Alliance, the Houston-Galveston Area Council, the U.S. Communities National Cooperative, the Keystone Purchasing Network, the BuyBoard National Purchasing Cooperative, and the State by the Division of Purchase and Property in the Department of Treasury and/or the purchase of any material, supplies or equipment through the Department of Institutions and Agencies, Bureau of State Use Industries, without the necessity of public bidding in accordance with N.J.S.A. 40A:11-10 and 11-12, respectively.

Dated: January 5, 2017

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at the Organization Meeting held on Thursday evening, January 5, 2017.

City Clerk

Resolution (ID # 4668)  
January 5, 2017

**AUTHORIZE CASH MANAGEMENT IMPLEMENTATION PLAN**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

Approval is hereby given to the Chief Financial Officer to implement the “Cash Management Implementation Plan,” which is attached hereto.

Dated: January 5, 2017

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at the Organization Meeting held on Thursday evening, January 5, 2017.

City Clerk

# CASH MANAGEMENT PLAN OF THE CITY OF SUMMIT, IN THE COUNTY OF UNION, NEW JERSEY

## I. STATEMENT OF PURPOSE

This Cash Management Plan (the “Plan”) is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits (“Deposits) and investment (“Permitted Investments”) of certain public funds of the City of Summit, pending the use of such funds for the intended purposes. The plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

## II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN

- A. The plan is intended to cover the deposit and/or investment of the following funds and accounts:

**Affordable Housing Trust Fund**  
**Assessment Trust Account**  
**General Capital Account**  
**Parking Utility Operating Account**  
**Parking Utility Capital Account**  
**Recreation Trust Account**  
**Self-Insurance Trust Account**  
**Sewer Utility Operating Account**  
**Sewer Utility Capital Account**  
**Treasurer’s Account**  
**Treasurer’s Clearing Account**  
**Trust Account**  
**Unemployment Trust Account**  
**Uniform Construction Code Account**

- B. It is understood that this Plan is not intended to cover certain funds and accounts specifically:

**Animal Control Account**  
**Alarms Registration Credit Card Account**  
**Community Development Account**  
**Dog License Account**  
**Federal Forfeiture Account**  
**Fire Prevention Account**  
**Forfeiture Funds Account**  
**Library Building Account**  
**Library Petty Cash Account**

- Library Special Checking Account**
- Municipal Court Credit Card Fee Account**
- Municipal Court General Account**
- Municipal Court Special Bail Account**
- Parking Utility Park Mobile Account**
- Parking Utility Counter Account**
- Parking Utility DeForest Lots Account**
- Parking Utility Credit Cards Account**
- Payroll Account**
- Payroll Deductions Account**
- Public Assistance Trust Fund Account**
- Recreation Credit Card Account**

**III. DESIGNATION OF OFFICIALS OF THE CITY OF SUMMIT AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN**

The Chief Financial Officer, or Assistant City Treasurer in the absence of the Chief Financial Officer, (the “Designated Official”) is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgment kept on file with such officers.

**III. DESIGNATION OF DEPOSITORIES**

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

- WELLS FARGO**
- INVESTORS BANK**
- BANK OF AMERICA**
- J. P. MORGAN CHASE BANK**
- STATE OF NJ CASH MANAGEMENT FUND**
- HAVEN SAVINGS BANK**
- TD BANK**
- PNC BANK**
- LAKELAND BANK**
- VALLEY NATIONAL BANK**
- CAPITAL ONE BANK**
- PEAPACK-GLADSTONE BANK**
- CONNECTONE BANK**

All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official (s) referred to in Section III above.

IV. **DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL**

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Official (s) referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official (s) referred to in Section III above.

**MULTI-BANK SECURITIES, INC.**

V. **AUTHORIZED INVESTMENTS**

A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United State of America;
- (2) Government money market mutual funds;
- (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
- (4) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
- (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
- (6) Local government investment pools;
- (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P. L. 1977, c.281 (C.52:18A-90.4); or
- (8) Agreements for the repurchase of fully collateralized securities if:
  - (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
  - (b) the custody of collateral is transferred to a third party;

- (c) the maturity of the agreement is not more than 30 days;
- (d) the underlying securities are purchased through a public depository as defined in section 1 of P. L. 1970, c.236 (C.17:9-41); and
- (e) a master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms, “government money market mutual fund” and “local government investment pool” shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust:

- (a) which is registered with the Securities and Exchange Commission under the “Investment Company Act of 1940,” 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7.
- (b) the portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- (c) which has:
  - (i) attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
  - (ii) retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the “Investment Advisors Act of 1940,” 15 U.S.C. sec.80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool. An investment pool:

- a) which is managed in accordance with 17 C.F.R. sec. 270.2a-7;
- b) which is rated in the highest category by a nationally recognized statistical rating organization;
- c) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities.
- d) which is in compliance with rules adopted pursuant to the “Administrative Procedure Act,” P.L. 1968, c.410 (c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments,
- e) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- f) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or

through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

B. Notwithstanding the above authorization, the monies on hand in the following funds and accounts shall be further limited as to maturities, specific investments or otherwise as follows:

NONE

VII **SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF OF RECEIPT OF PLAN**

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the City of Summit, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the City of Summit to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a “delivery versus payment” method to insure that such Permitted Investments are either received by the City of Summit or by a third party custodian prior to or upon the release of the City’s funds.

To assure that all parties with whom the City of Summit deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official (s).

VIII. **REPORTING REQUIREMENTS**

On the first day of each month during which this Plan is in effect, the Designated Official (s) referred to in Section III hereof shall supply to the governing body a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, as a minimum, the following information:

- A. The name of any institution holding funds as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.

- E. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body.

IX. **TERM OF PLAN**

This Plan shall be in effect from January 1, 2016 to December 31, 2016. Attached to this Plan is a resolution of the governing body of the City of Summit approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Council, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

Resolution (ID # 4667)  
January 5, 2017

### **AUTHORIZE BANK ACCOUNT SIGNATURES**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the City Treasurer, or in her absence the Assistant City Treasurer, and the City Clerk, or in her absence the Deputy City Clerk, be and they are hereby authorized and empowered to sign all checks and all withdrawals upon the following banking institutions:

Investors Bank, Summit NJ, against the following accounts:

Affordable Housing Trust Fund Account  
Alarm Registration Credit Card Account  
Animal Control Account  
Assessment Trust Account  
Community Development Account  
Confidential Funds Account  
Dog License Account  
Federal Forfeiture Account  
Fire Prevention Account  
Forfeiture Funds Account  
General Capital Account  
Municipal Court Credit Card Fee Account  
Parking Utility Capital Account  
Parking Utility Counter Account  
Parking Utility Credit Card Account  
Parking Utility DeForest Lots Account  
Parking Utility Operating Account  
Parking Utility Park Mobile Account  
Payroll Account  
Payroll Deductions Account  
Public Assistance Trust Fund Account  
Recreation Credit Card Account  
Recreation Trust Account  
Self Insurance Trust Fund  
Sewer Utility Capital Account  
Sewer Utility Operating Account  
Treasurer's Account  
Treasurer's Clearing Account  
Trust Account  
Unemployment Trust Account  
Uniform Construction Account

FURTHER RESOLVED that the Municipal Judge or in his absence, the Municipal Court Administrator or Deputy Court Administrator, is hereby authorized and empowered to sign all checks and all withdrawals upon the following depositories:

Investors Bank, Summit NJ, against the following accounts:

Municipal Court Bail Account  
Municipal Court Regular Account

FURTHER RESOLVED that the City Treasurer, or in her absence the Assistant City Treasurer, and the City Clerk, or in her absence the Deputy City Clerk, are hereby authorized and empowered to sign all withdrawals upon the following depositories:

Bank of America, Princeton, NJ against the following account:

Overlook Hospital Trust Account

TD Bank N.A., Mt. Laurel, NJ against the following account:

Developer's Escrow Trust Account

New Jersey Asset & Rebate Management Program, Harrisburg, PA  
against the following accounts:

City of Summit 1998, 2000, 2003 Bond Accounts

Dated: January 5, 2017

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at an organization meeting held on Thursday evening, January 5, 2017.

City Clerk

**AUTHORIZE PETTY CASH**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the proper officers of the City of Summit be and they are hereby authorized and directed to draw checks in the Petty Cash account in the Current Fund and issue same to the City Treasurer in the following amounts:

| <u>Department</u>  | <u>Custodian</u>       | <u>Amount</u>   |
|--------------------|------------------------|-----------------|
| Community Programs | Judith Leblein Josephs | \$150.00        |
| Finance            | Margaret V. Gerba      | \$300.00        |
| Police             | Robert Weck            | <u>\$200.00</u> |
|                    | <b>Total</b>           | \$650.00        |

That the proper officers of the City of Summit be and they are hereby authorized and directed to draw checks in the Petty Cash account in the Parking Operating Fund and issue same to the City Treasurer in the following amounts:

| <u>Department</u> | <u>Custodian</u> | <u>Amount</u> |
|-------------------|------------------|---------------|
| Parking Services  | Rita McNany      | \$200.00      |

Dated: January 5, 2017

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at an Organization Meeting held on Tuesday evening, January 5, 2017.

City Clerk



Finance and Personnel Committee  
CA - Finance/Personnel

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 01/05/17 07:30 PM

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**RESOLUTION (ID # 4666)**

DOC ID: 4666 A

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TO: Mayor and Common Council

FROM: Marge Gerba, City Treasurer

DATE: December 2, 2016

This resolution establishes Petty Cash amounts for 2017.

Resolution (ID # 4665)  
January 5, 2017

**AUTHORIZE ISSUANCE OF BI-WEEKLY PAYROLL VIA DIRECT DEPOSIT**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the proper officers of the City be and they are hereby authorized and directed to draw to or electronically transfer by the order of the City Treasurer, or in her absence the Assistant City Treasurer, bi-weekly master checks or direct deposit payments for payroll.

FURTHER RESOLVED that the pro-rata amount of wages shall be paid based on the annual wages as provided in the Salary Ordinance in effect as per schedules submitted and furnished by the City Treasurer in accordance with the base wages verified by the head of each Department.

FURTHER RESOLVED that the City Treasurer, or in her absence the Assistant City Treasurer, is hereby authorized and directed to deposit said checks and payments in Investor’s Bank, Summit NJ, in a Payroll Account established for this purpose and that she shall draw individual checks or direct deposits against said account to the said employees of the City in the various amount set forth in said schedules.

FURTHER RESOLVED that per P.L.2013, c. 28, as of July 1, 2014 all employees shall be required to receive their biweekly payment by direct deposit of net pay or, once said methods are established and approved by Common Council, by other electronic method such as payroll cards, in a bank specified with information provided by the employee with exemptions permitted for seasonal and temporary employees based upon review and authorization by the City Treasurer or Administrator.

FURTHER RESOLVED that the amount to cover all direct deposit transfers shall be initiated or approved by order of the City Treasurer or, as authorized by the City Treasurer, by the City’s authorized Payroll Provider, with disbursement to be by electronic methods such as direct deposit or payroll card.

Dated: January 5, 2017

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at the organization meeting held on Thursday evening, January 5, 2017.

City Clerk

Resolution (ID # 4663)  
January 5, 2017

**ESTABLISH INTEREST PENALTIES ON DELINQUENT MUNICIPAL & SEWER UTILITY  
TAXES AND SPECIAL ASSESSMENTS**

WHEREAS, N.J.S.A. 54:4-67 authorizes and permits a municipality to set penalties and rates of interest to be charged for non-payment of delinquent Municipal & Sewer Utility taxes and Special assessments, and other municipal liens and charges, and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

1. That the Tax Collector be and is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of delinquency and 18% per annum on any sum in excess of \$1,500.00.
2. That the Tax Collector be and is hereby authorized and directed to charge the 6% year end penalty on delinquencies greater than \$10,000.00.
3. That effective January 1, 2017, there shall be a ten (10) calendar day grace period after the due date of each quarterly tax installment in which payments will not be subject to interest charges.
4. That any tax payment not made in accordance with Item #3 above, shall be charged interest from the due date.

FURTHER RESOLVED that the charges on account of delinquencies, as set forth herein, remain in effect from year to year until such time as the governing body adopts a new resolution setting forth new or different rates.

Dated: January 5, 2017

I, Rosalia M. Licatese, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at an Organization Meeting held on Thursday evening, January 5, 2017.

City Clerk

Resolution (ID # 4662)  
January 5, 2017

### **AUTHORIZE ANNUAL TAX SALE**

WHEREAS, the Common Council of the City of Summit, County of Union, New Jersey, desires to collect all taxes, assessments and other municipal charges that are now delinquent, and

WHEREAS, the Tax Collector is directed to sell all municipal delinquencies through December 31, 2016 in a manner prescribed by N.J.S.A. 54:5-19, and as amended by Chapter 99, Public Laws of 1997.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the Tax Collector be and is hereby authorized and directed to sell all municipal liens in accordance with New Jersey law, and as stated above, at a date and time which the Tax Collector selects.

Dated: January 5, 2017

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at the Organization Meeting held on Thursday evening, January 5, 2017.

City Clerk

Resolution (ID # 4660)  
January 5, 2017

**AUTHORIZE CANCELLING OF MUNICIPAL & SEWER UTILITY TAX  
REFUNDS/DELINQUENCIES OF LESS THAN \$10.00**

WHEREAS, the Common Council of the City of Summit finds and declares that N.J.S.A. 40A:5-17-1 empowers authorized municipal employees to process the cancellation of Municipal & Sewer Utility tax refunds and/or delinquencies of less than Ten Dollars (\$10.00), and

WHEREAS, the Common Council of the City of Summit further finds and declares that the Municipal Tax Collector is qualified to process the cancellation of Municipal & Sewer Utility tax refunds and/or delinquencies of less than Ten Dollars (\$10.00), and

WHEREAS, the Common Council of the City of Summit further finds and declares that it is in the best interest of the citizens of the City of Summit for the Municipal Tax Collector to be authorized to process the cancellation of Municipal & Sewer Utility tax refunds and/or delinquencies of less than Ten Dollars (\$10.00) in accordance with N.J.S.A. 40A:5-17-1.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the Municipal Tax Collector of the City of Summit is hereby authorized to process the cancellation of Municipal & Sewer Utility tax refunds or delinquencies of less than Ten Dollars (\$10.00) during the calendar year 2017, in accordance with N.J.S.A. 40A:5-17-1.

Dated: January 5, 2017

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at the Organization Meeting held on Thursday evening, January 5, 2017.

City Clerk

Corresp

# THE CITY OF SUMMIT

N E W J E R S E Y

CITY HALL 512 SPRINGFIELD AVENUE SUMMIT, NJ 07901

January 5, 2017

The Common Council  
City Hall  
Summit, NJ 07901

Dear Members of Council:

The following appointments, effective January 5, 2017, require your confirmation, which is respectfully requested:

|                                                                         |                                         | <u>Term Length</u> | <u>Term Expiration</u> |
|-------------------------------------------------------------------------|-----------------------------------------|--------------------|------------------------|
| <b><u>Arts Committee, Mayor's Partnership for Public Art/Summit</u></b> |                                         |                    |                        |
| Architect/Hist. Pres. Rep.                                              | <i>Re-appointed</i>                     | 1 year             | 12/31/2017             |
| Marie Cohen<br>Resident Member                                          | <i>Re-appointed</i>                     | 3 years            | 12/31/2019             |
| Melanie Cohn<br>VACNJ Rep.                                              | <i>Re-assigned</i>                      | 1 year             | 12/31/2017             |
| Kat D'Ambola<br>Resident                                                | <i>Newly Apptd.<br/>(exp. Alvidrez)</i> | 3 years            | 12/31/2019             |
| Ellen de Havilland<br>Resident                                          | <i>Re-appointed</i>                     | 3 Years            | 12/31/2019             |
| Vivian Furman<br>Resident                                               | <i>Re-appointed</i>                     | 3 years            | 12/31/2019             |
| Matthew Gould<br>Resident                                               | <i>Re-appointed</i>                     | 3 Years            | 12/31/2019             |
| Vicki Lederman<br>Resident                                              | <i>Newly Apptd.<br/>(exp. Kanter)</i>   | 3 years            | 12/31/2018             |
| SAPF Trustee Rep.                                                       | <i>Category Eliminated</i>              |                    |                        |
| Deborah Schwarzmann<br>Public Schools Rep.                              | <i>Re-appointed</i>                     | 1 year             | 12/31/2017             |
| SDI Representative                                                      | <i>Re-appointed</i>                     | 1 year             | 12/31/2017             |

Communication: Letter - Mayor Radez, re Mayor's 2017 Appointments (Correspondence)

|                                                                         |                                         | <u>Term Length</u> | <u>Term Expiration</u> |
|-------------------------------------------------------------------------|-----------------------------------------|--------------------|------------------------|
| <b><u>Arts Committee, Mayor's Partnership for Public Art/Summit</u></b> |                                         |                    |                        |
| Unfilled – exp. Cohn<br>Resident                                        |                                         | 3 years            | 12/31/2019             |
| <b><u>Community Programs Advisory Board</u></b>                         |                                         |                    |                        |
| Elaine Anderson<br>Member                                               | <i>Re-appointed</i>                     | 3 years            | 12/31/2018             |
| Matthew Cohen<br>Member - Seniors Rep.                                  | <i>Re-appointed</i>                     | 3 years            | 12/31/2017             |
| Patricia Dougherty<br>Member                                            | <i>Re-appointed</i>                     | 3 years            | 12/31/2019             |
| William A. Gouveia, Jr.<br>Member                                       | <i>Re-appointed</i>                     | 3 years            | 12/31/2019             |
| Laura O'Rourke<br>Senior Rep.                                           | <i>Re-appointed</i>                     | 3 years            | 12/31/2019             |
| Andrew B. Smith<br>Resident-at-Large                                    | <i>Re-appointed</i>                     | 3 years            | 12/31/2019             |
| Sheline Way<br>Resident-at-Large                                        | <i>Re-appointed</i>                     | 3 years            | 12/31/2019             |
| Mary Beth Cahill<br>Member                                              | <i>Re-appointed</i>                     | 3 years            | 12/31/2019             |
| <b><u>Health, Board of</u></b>                                          |                                         |                    |                        |
| Audrey A. Romero<br>Member                                              | <i>Re-appointed</i>                     | 3 years            | 12/31/2019             |
| Robert D. Slama<br>Member                                               | <i>Re-appointed</i>                     | 3 years            | 12/31/2019             |
| <b><u>Rent Commission</u></b>                                           |                                         |                    |                        |
| Regula Ehrlich<br>Public Member                                         | <i>Newly Apptd.<br/>(exp. Bariexca)</i> | 3 years            | 12/31/2019             |

|                                             |                                         | <u>Term Length</u> | <u>Term Expiration</u> |
|---------------------------------------------|-----------------------------------------|--------------------|------------------------|
| <b><u>Rent Commission</u></b>               |                                         |                    |                        |
| Russell Hulsizer<br>Member - Landlord Rep.  | <i>Re-appointed</i>                     | 3 years            | 12/31/2019             |
| <b><u>Technology Advisory Committee</u></b> |                                         |                    |                        |
| Joshua Kampel<br>Citizen-at-Large           | <i>Re-appointed</i>                     | 1 Year             | 12/31/2017             |
| Danielle Mirliss<br>Citizen-at-Large        | <i>Newly Apptd.<br/>(unexp. Beatty)</i> | 2 years            | 12/31/2017             |
| Ben Rosenthal<br>Citizen-at-Large           | <i>Re-appointed</i>                     | 1 year             | 12/31/2017             |
| Daniel M. Siegel<br>Citizen-at-Large        | <i>Re-appointed</i>                     | 1 Year             | 12/31/2017             |
| David Szelingowski<br>Citizen-at-Large      | <i>Re-appointed</i>                     | 1 year             | 12/31/2017             |

The following appointments, effective January 5, 2017, do require your confirmation, however, are being provided for your information:

|                                                                 |                     | <u>Term Length</u> | <u>Term Expiration</u> |
|-----------------------------------------------------------------|---------------------|--------------------|------------------------|
| <b><u>Community Development Revenue Sharing Committee</u></b>   |                     |                    |                        |
| May Abraham Fridel<br>Full Member                               | <i>Re-appointed</i> | 1 year             | 12/31/2017             |
| Unfilled – exp. Trindell<br>Alternate                           |                     | 1 year             | 12/31/2017             |
| <b><u>Emergency Management Council</u></b>                      |                     |                    |                        |
| Megan Avallone<br>Annex Coordinator - Radiological Protection   | <i>Re-appointed</i> | 2 years            | 12/3/2018              |
| Megan Avallone<br>Annex Coordinator - Public Health             | <i>Re-appointed</i> | 2 years            | 12/31/2018             |
| Andrew Bartolotti<br>Annex Coordinator - Bio Chemical/Terrorism | <i>Re-appointed</i> | 2 years            | 12/31/2018             |

|                                            |                     | <u>Term Length</u> | <u>Term Expiration</u> |
|--------------------------------------------|---------------------|--------------------|------------------------|
| <b><u>Emergency Management Council</u></b> |                     |                    |                        |
| Amy Cairns                                 | <i>Re-appointed</i> | 2 years            | 12/31/2018             |
| Annex Coordinator - Public Information     |                     |                    |                        |
| Michael Cantone                            | <i>Re-appointed</i> | 2 years            | 12/31/2018             |
| Annex Coordinator - Evacuation             |                     |                    |                        |
| Michael Cantone                            | <i>Re-appointed</i> | 2 years            | 12/31/2018             |
| Annex Coordinator - Shelter                |                     |                    |                        |
| Michael Cantone                            | <i>Re-appointed</i> | 2 years            | 12/31/2018             |
| Annex Coordinator - Auxiliary Police       |                     |                    |                        |
| Paul Cascais                               | <i>Newly Apptd.</i> | 2 years            | 12/31/2018             |
| Annex Coordinator - Public Works           |                     |                    |                        |
| Clint Evers                                | <i>Re-appointed</i> | 2 years            | 12/31/2018             |
| Annex Coordinator - Alert & Warning        |                     |                    |                        |
| Marge Gerba                                | <i>Re-appointed</i> | 2 years            | 12/31/2018             |
| Annex Coordinator - Resource Management    |                     |                    |                        |
| David Guida                                | <i>Re-appointed</i> | 2 years            | 12/31/2018             |
| Annex Coordinator - Fire & Rescue          |                     |                    |                        |
| Paul Imbimbo                               | <i>Re-appointed</i> | 2 years            | 12/31/2018             |
| Annex Coordinator - EOC Operations         |                     |                    |                        |
| Judith Leblein Josephs                     | <i>Re-appointed</i> | 2 years            | 12/31/2018             |
| Annex Coordinator - Social Services        |                     |                    |                        |
| Gary Lewis                                 | <i>Re-appointed</i> | 2 years            | 12/31/2018             |
| Annex Coordinator - Damage Assessment      |                     |                    |                        |
| Richard Locke                              | <i>Re-appointed</i> | 2 years            | 12/31/2018             |
| Annex Coordinator - Hazardous Material     |                     |                    |                        |
| Kari Phair                                 | <i>Re-appointed</i> | 2 years            | 12/31/2018             |
| Annex Coordinator - Medical Services       |                     |                    |                        |
| Steven Zagorski                            | <i>Re-appointed</i> | 2 years            | 12/31/2018             |
| Annex Coordinator - Law Enforcement        |                     |                    |                        |

|                                                       |                                            | <u>Term Length</u> | <u>Term Expiration</u> |
|-------------------------------------------------------|--------------------------------------------|--------------------|------------------------|
| <b><u>Environmental Commission</u></b>                |                                            |                    |                        |
| Frederic (Ric) Bell<br>Member                         | <i>Re-appointed</i>                        | 3 years            | 12/31/2019             |
| Jeffrey Hankinson<br>Member - Alternate 2             | <i>Newly Apptd.</i>                        | 2 years            | 12/31/2017             |
| John Kilby<br>Member - Shade Tree Advisory Board Rep. | <i>Re-appointed</i>                        | 3 years            | 12/31/2019             |
| Elizabeth T. Lovejoy<br>Member - Chair                | <i>Re-appointed</i>                        | 3 years            | 12/31/2019             |
| <b><u>Library Board of Trustees</u></b>               |                                            |                    |                        |
| Susan Callahan<br>Member                              | <i>Re-appointed</i>                        | 5 Years            | 12/31/2021             |
| Ruth Hamann<br>Mayor's Alt.                           | <i>Re-appointed</i>                        | Term of Office     | 12/31/2017             |
| <b><u>Planning Board</u></b>                          |                                            |                    |                        |
| Jennifer Balson<br>Full Member - Class IV             | <i>Re-appointed</i>                        | 4 years            | 12/31/2020             |
| James Jay Brinkerhoff<br>Full Member - Class IV       | <i>Re-assigned<br/>(was Alt. 1)</i>        | 4 years            | 12/31/2017             |
| Chris Dunn<br>Alt. I - Class IV                       | <i>Newly Apptd.<br/>(exp. Brinkerhoff)</i> | 2 years            | 12/31/2018             |
| John A. Zucker<br>Full Member - Class IV              | <i>Re-assigned<br/>(exp. Mandelbaum)</i>   | 4 years            | 12/31/2020             |
| <b><u>Police Athletic League Advisory Board</u></b>   |                                            |                    |                        |
| Unfilled – exp. Chmelar<br>Member                     |                                            | 3 years            | 12/31/2019             |
| Unfilled – exp. Gianni<br>Member                      |                                            | 3 Years            | 12/31/2019             |

Police Athletic League Advisory Board

Unfilled – exp. Zahn  
Member

Term Length

3 years

Term Expiration

12/31/2019

Sincerely,

Nora G. Radest  
Mayor

Communication: Letter - Mayor Radest, re Mayor's 2017 Appointments (Correspondence)