

1. 01-06-2026 Organization Meeting Agenda Packet

Documents:

[\*\*JANUARY 6, 2026 ORGANIZATION MEETING AGENDA PACKET.PDF\*\*](#)

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**Common Council of the City of Summit  
Organization Meeting Agenda for Tuesday, January 6, 2026  
7:30 PM**

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

**CALL TO ORDER BY CITY CLERK**

Mayor Fagan and Councilmembers Boyer, Kalmanson, Pawlowski and Toth will be seated at the Council dais. (*Councilmembers-elect Crisafulli, Landman and Lasaracina will be seated in the audience.*)

**ROLL CALL**

**PLEDGE OF ALLEGIANCE - CITY CLERK**

**INVOCATION**

- Pastor Blake Scalett – St. John’s Lutheran Church

**SWEARINGS-IN**

*Oaths will be administered by Mayor Elizabeth Fagan.*

**COUNCIL MEMBERS**

- Jaclyn Lasaracina, as Councilmember in the First Ward

*Will Ms. Lasaracina and anyone else she wishes, please come forward for her swearing in.  
(SWEAR IN) (CERTIFICATE PRESENTATION)*

- Chantal Landman, as Councilmember in the Second Ward

*Will Ms. Landman and anyone else she wishes, please come forward for her swearing in.  
(SWEAR IN) (CERTIFICATE PRESENTATION)*

- Dan Crisafulli, as Councilmember-at-Large

*Will Mr. Crisafulli and anyone else he wishes, please come forward for his swearing in.  
(SWEAR IN) (CERTIFICATE PRESENTATION)*

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

**ELECTION OF 2026 COUNCIL PRESIDENT**

City Clerk:

The first order of business will be the election of the President of the Common Council for 2026. Nominations are now in order.

**ELECTION OF 2026 PRESIDENT PRO TEM**

2026 President:

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

## **CERTIFICATES OF APPRECIATION**

- Presentation to members of the Summit High School Hilltop String Quartet – Mayor Fagan

## **STATE OF THE CITY ADDRESS - MAYOR**

- Council President calls on Mayor Fagan for her State of the City Address.

## **CEREMONIAL AWARDS**

- Presentation to Retiring Councilmember/2025 Council President Mike McTernan – by 2026 Council President
- Recognition of Retiring Councilmember Delia Hamlet – by 2026 Council President
- Recognition of Retiring Councilmember-at-Large Kevin Smallwood – by 2026 Council President
- Recognition of Retiring Volunteers – by Mayor Fagan and 2026 Council President

## **ANNOUNCEMENT OF 2026 APPOINTMENTS**

- Announcement of Appointments to 2026 Council Standing Committees and Board Liaisons and 2026 Council Board and Committee Appointments – by 2026 Council President
- Announcement of 2026 Mayoral Appointments – by Mayor Fagan

## **RESOLUTIONS**

*(Items are listed according to Council Committees. Unless otherwise indicated, or desired by Committee Chair, or should a Councilmember advise that they will be voting in the negative, all committee resolutions will be voted on at once.)*

## **CONSENT AGENDA**

### **LAW & LABOR**

(ID # 12075)	1. Approve Year 2026 Council Meeting Schedule
(ID # 12076)	2. Assign 2026 Council Committees and Establish, Mayor, Council and Staff Membership/Liaison and/or Assignment Appointments
(ID # 12077)	3. Establish Council Board, Committee, Etc. Appointments
(ID # 12078)	4. Confirm Mayor's Advice & Consent Appointments
(ID # 12079)	5. Designate News Media for Notices and Agenda
(ID # 12080)	6. Appoint 2026 Affirmative Action Officer and Public Agency Compliance Officer (P.A.C.O.)
(ID # 12081)	7. Appoint Americans with Disabilities Act (ADA) Coordinator
(ID # 12129)	8. Appoint 2026 Affordable Housing Administrative Agent
(ID # 12082)	9. Authorize City Engineer To Execute 2026 NJDEP, NJDOT, State of New Jersey & Union County Permit Applications on Behalf of The City

### **SAFETY & HEALTH**

(ID # 12260)	1. Appoint Crossing Guards for 2026-2027 School Year
(ID # 12084)	2. Appoint 2026 Municipal Humane Law Enforcement Officer

## **RESOLUTIONS (continued from page 2)**

### **FINANCE**

(ID # 12085)	1. Adopt Temporary Municipal Operating Budget
(ID # 12086)	2. Adopt Temporary Budget - Sewer Utility
(ID # 12087)	3. Adopt Temporary Budget - Parking Utility
(ID # 12088)	4. Authorize Annual Salaries
(ID # 12089)	5. Establish Procedure for Bill Payment, Materials, Receipt and Check Signing
(ID # 12090)	6. Authorize Cash Management Implementation Plan
(ID # 12091)	7. Authorize Bank Account Signatures
(ID # 12092)	8. Authorize Petty Cash
(ID # 12093)	9. Authorize Issuance of Bi-Weekly Payroll Via Direct Deposit
(ID # 12094)	10. Establish Interest Penalties on Delinquent Municipal & Sewer Utility Taxes and Special Assessments
(ID # 12095)	11. Authorize Annual Tax Sale
(ID # 12096)	12. Authorize Canceling of Municipal, Sewer Utility Taxes and Special Assessment of Less Than \$10.00
(ID # 12097)	13. Authorize Qualified Purchasing Agent Participation With and Purchasing From New Jersey State Contract, Approved Cooperative Pricing Systems, and National Cooperative Contracts

### **PUBLIC COMMENT**

*At this point in the meeting Council welcomes comments from any member of the public. Whenever an audience or Councilmember reads from a prepared statement, please provide a copy to the City Clerk at [cityclerk@cityofsummit.org](mailto:cityclerk@cityofsummit.org). To help facilitate an orderly meeting and to permit all to be heard, speakers shall limit their comments to 3 minutes.*

### **COUNCILMEMBER COMMENTS**

### **ADJOURNMENT**

### **CORRESPONDENCE**

- Letter - Mayor Fagan, re announcement of 2026 Mayoral Appointments

RECEIVED AND FILED

Resolution (ID # 12075)  
January 6, 2026

### APPROVE YEAR 2026 COUNCIL MEETING SCHEDULE

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

1. That Regular Council meetings for 2026 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 2026 shall be held in the Council 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.
3. The Council reserves the right to hold meetings virtually during a declared emergency pursuant to N.J.A.C. 5:39-1.2 or an emergency that reasonably prevents the Common Council from safely conducting public business at City Hall or some other physical location with members of the public present.

Dated: January 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk

# THE CITY OF SUMMIT

## 2026 Schedule of Meetings

AGENDA SETTING MEETINGS <i>(Note: This meeting is for Staff only)</i> (Wednesdays 11:30 am, unless otherwise indicated) (Virtual)		COUNCIL MEETINGS (Tuesdays at 7:30 pm, unless otherwise indicated)	
—	December 29 (Mon)	January 6 (a)	January 20
January 14	January 28	February 3	February 17
February 11	February 25	March 3	March 17
March 18	April 1	April 7	April 21
April 15	April 29	May 5	May 19
May 13	May 27	June 3 (b) (Wed)	*June 16
June 10	July 1 or 8	July 7	July 28
--	--	<i>No August Meetings</i>	
August 11	September 2	September 9 (c) (Wed.)	September 22
September 16	September 30	October 6	October 20
October 14	October 28	November 4 (d) (Wed)	❖ November 16 (e) (Mon)
**November 10 (Tues)	November 13 (Fri) <i>Due to League Conf &amp; Thanksgiving</i>	December 1	December 15

**\*SMS Graduation Wed., 6/17, SHS Graduation Thurs., 6/18, Juneteenth on Friday, 6/19.**

- (a)Organization Meeting – 7:30 p.m. Tuesday, Jan 6.
- (b)Change in schedule due to Primary Election Day on Tuesday, June 2.
- (c)Change in schedule due to Labor Day, September 7.
- (d)Change in schedule due to General Election on Tuesday, November 3.
- (e) Change in schedule due to NJ League Conference November 17-19.

**\*\*City Hall closed due to Veterans Day Wed., 11/11**

**❖ November 16 agenda packet will be distributed Tuesday, 11/10**

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.

Rosalia M. Licatese, City Clerk

**Approved via Resolution #41807 on 11/17/25**

**ASSIGN 2026 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 2026 Committee Assignments and the Mayor, Council and Staff Membership (M) Council Liaison (L) and /or Assignment appointments to the positions for one-year (1) terms, or as indicated, be and they are hereby established:

Dated: January 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk



**City Clerk's Office**  
CA - Law & Labor

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

Meeting: 01/06/26 07:30 PM

## **RESOLUTION (ID # 12076)**

DOC ID: 12076

TO: Mayor and Common Council  
FROM: Rosemary Licatese, City Clerk  
DATE: December 15, 2025

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 confirm these appointments.

**2026**  
**COUNCIL COMMITTEE ASSIGNMENTS**

<b>PRESIDENT</b>	<b>TBD</b>
<b>PRESIDENT PRO TEM</b>	<b>TBD</b>

<b><u>COMMITTEE</u></b>	<b><u>CHAIRPERSON</u></b>	<b><u>Member</u></b>
<b>ADMINISTRATIVE POLICIES &amp; COMMUNITY RELATIONS (AP)</b>	<b>BOYER</b>	<b>Crisafulli</b>
<b>CAPITAL PROJECTS &amp; COMMUNITY SERVICES (CAP)</b>	<b>CRISAFULLI</b>	<b>Landman</b>
<b>COMMUNITY PROGRAMS &amp; PARKING SERVICES (CPPS)</b>	<b>KALMANSON</b>	<b>Boyer</b>
<b>FINANCE (FIN)</b>	<b>LANDMAN</b>	<b>Lasaracina</b>
<b>LAW &amp; LABOR (LL)</b>	<b>LASARACINA</b>	<b>Pawlowski</b>
<b>SAFETY &amp; HEALTH (SH)</b>	<b>PAWLOWSKI</b>	<b>Kalmanson</b>

**2026**  
**STAFF MEMBER APPOINTMENTS**

<b>DEPARTMENT/POSITION</b>	<b>PERSON</b>	<b>TERM (yrs)</b>	<b>EXPIRES 12/31 OR AS SHOWN</b>
<b><u>CITY CLERK</u></b>			
City Clerk	Rosalia M. Licatese	3	*Tenured
Deputy City Clerk	Nicole M. Kotiga	1	2026
<b><u>COMMUNITY SERVICES</u></b>			
Fire Protection Inspector	John Redstone	1	2026
<b><u>COURT</u></b>			
Public Defender	August N. Santore	1	2026
Alternate Public Defender	Jared B. Weiss	1	2026
<b><u>FINANCE</u></b>			
Chief Financial Officer	Tammie Baldwin	4	*Tenured
Assistant City Treasurer	Leiza Garzon	1	2026
Acting Purchasing Agent ( <i>in the absence of the QPA</i> )	Jennifer Kobliska	1	2026
<b><u>FIRE</u></b>			
N.J. Fire Official	Eric Evers		Council Pleasure
<b><u>POLICE</u></b>			
Prosecutor	Richard Brightman	1	2026
Alternate Prosecutors	William Robertson	1	2026
<b><u>TAX ASSESSOR</u></b>			
Tax Assessor	Timothy O'Connor		*Tenured
Deputy Tax Assessor	David Shapiro	4	*12/31/2027
<b><u>TAX COLLECTOR</u></b>			
Tax Collector	Patricia Dougherty		**Tenured
Deputy Tax Collector	Elsa Lake	1	2026

*\*provided for informational purposes only*

*\*\*Re-appointed 10/21/25, achieved Tenure effective 1/1/2026*

2026 COUNCIL LIAISON ASSIGNMENTS MAYOR (EX O), COUNCILMEMBER (M) / LIAISON (L) & ASSIGNMENTS			
<u>MEMBER OF / LIAISON TO</u>	<u>2026 ASSIGNMENTS</u>	<u>M</u>	<u>L</u>
AFFORDABLE HOUSING COMMITTEE	PAWLOWSKI, TOTH, CRISAFULLI	M	
ARTS COMMITTEE	FAGAN, LASARACINA	M	L
ASSET DISPOSAL TEAM	KALMANSON		L
ATHLETIC FIELD USER FEES – EXEC. GROUP (CPPS & CAP COMMITTEE MEMBERS)	CRISAFULLI, KALMANSON	M	
CIVIL RIGHTS COMMISSION	LASARACINA	M	
CD REVENUE SHARING PROGRAM	LANDMAN	M	M/Alt
COMMUNITY PROGRAMS ADVISORY BOARD	KALMANSON		L
CONTINUUM OF CARE (CoC)	LASARACINA		L
CORPORATE RELATIONS	TOTH		L
ECONOMIC DEVELOPMENT	FAGAN, CRISAFULLI, LANDMAN	M	
EDUCATION BOARD & PRIVATE SCHOOLS	TOTH		L
EMERGENCY MANAGEMENT	FAGAN & PAWLOWSKI	Ex O	L
EMERGENCY SHARED DISPATCH COMMITTEE	PAWLOWSKI & BOYER	M	
ENVIRONMENTAL COMMISSION	CRISAFULLI		L
FIRST AID SQUAD	LASARACINA		L
FREE MARKET STEERING COMMITTEE	KALMANSON		L
GRACE BOARD OF TRUSTEES	LANDMAN		L
HEALTH BOARD	KALMANSON		L
HISTORIC PRESERVATION COMMISSION	PAWLOWSKI		L
HOMLESSNESS TASK FORCE, MAYOR'S	FAGAN, LASARACINA, PAWLOWSKI		L
HOMETOWN HEROES AD HOC COMMITTEE	LASARACINA		L
HOMETOWN TV (HTTV)	CRISAFULLI		L
HOUSING AUTHORITY	BOYER, LASARACINA		L
JOINT HEALTH INSURANCE FUND	CHAMPNEY, KOBLSKA	M	M/Alt
JOINT INSURANCE FUND	CHAMPNEY, BALDWIN	M	M/Alt
JOINT MEETING (JMEUC)	CRISAFULLI	M	
LABOR NEGOTIATIONS TEAM	LASARACINA	M	
LACKAWANNA COALITION	TOTH		L
LIBRARY (Council Rep.)	LASARACINA		L
MT. LAUREL SUBCOMMITTEE	FAGAN, TOTH, PAWLOWSKI, CRISAFULLI	M	

2026 COUNCIL LIAISON ASSIGNMENTS MAYOR (EX O), COUNCILMEMBER (M) / LIAISON (L) & ASSIGNMENTS			
<u>MEMBER OF / LIAISON TO</u>	<u>2026 ASSIGNMENTS</u>	<u>M</u>	<u>L</u>
OVERLOOK HOSPITAL ADVISORY BOARD	TOTH, BOYER		L
PAL ADVISORY BOARD	FAGAN	Ex O	
PARKING ADVISORY COMMITTEE	KALMANSON		L
PARKLINE STEERING COMMITTEE	FAGAN, BOYER, TOTH	M	
PLANNING BOARD	CRISAFULLI	M	
RECYCLING ADVISORY COMMITTEE	CRISAFULLI		L
RENT COMMISSION	BOYER		L
SCHOOL ESTIMATE BOARD	FAGAN, LANDMAN, LASARACINA	ExO /M	
SHADE TREE ADVISORY COMMITTEE	LASARACINA	M	
SHAPING SUMMIT TOGETHER	LANDMAN	M	
SOLID WASTE ADVISORY	CAPUTO	M	
SUMMIT DOWNTOWN, INC.	FAGAN, PAWLOWSKI, LANDMAN	M	
TATLOCK NEIGHBORHOOD COMMITTEE	KALMANSON, LASARACINA, PAWLOWSKI		L
TECHNOLOGY ADVISORY COMMITTEE	FAGAN, CRISAFULLI	M	
TWO FIFTY (250) PLANNING COMMITTEE	KALMANSON		L
UC AIR TRAFFIC NOISE ADVISORY COMMITTEE	PAWLOWSKI	M	
UC LEAGUE OF MUNICIPALITIES	FAGAN	M	
VETERANS AFFORDABLE HOUSING PROJECT COMMITTEE	FAGAN, LANDMAN, KALMANSON (L)	M	L
VOLUNTEER OF THE YEAR SELECTION COMMITTEE	FAGAN, TOTH, LASARACINA	M	
ZONING BOARD	PAWLOWSKI		L

**ESTABLISH COUNCIL BOARD, COMMITTEE, ETC. APPOINTMENTS**

January 6, 2026

**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>Term Length</u>	<u>Term Expires</u>
<b><u>Affordable Housing Committee</u></b>				
Joseph H. Burgis City Planner	<i>Re-appointed</i>	1 year	12/31/2026	
Susan Bowen Planning Board Liaison	<i>Re-appointed</i>	1 year	12/31/2026	
Jacqueline Gray Housing Authority Executive Director	<i>Re-appointed</i>	1 year	12/31/2026	
Richard Whipple Housing Authority Liaison	<i>Re-appointed</i>	1 year	12/31/2026	
Interfaith Council Representative <i>(Denison Harrield, Jr.)</i>	<i>Re-appointed</i> <i>(IFC selects Representative)</i>	1 year	12/31/2026	
Augusto Dal'Maso Municipal Housing Liaison	<i>Re-appointed</i>	1 year	12/31/2026	
Tammie Baldwin CFO/City Administrator	<i>Re-appointed</i>	1 year	12/31/2026	
Irene Loschert Resident-at-Large #1 of 5	<i>Re-appointed</i>	1 year	12/31/2026	
Walter Gonzalez Resident-at-Large #2 of 5	<i>Newly Appointed</i> <i>(exp. L. Newell)</i>	1 year	12/31/2026	
Magdalena Jones Resident-at-Large #3 of 5	<i>Newly Appointed</i> <i>(exp. M. Goldfarb)</i>	1 year	12/31/2026	
Cristina Sierra Resident-at-large #4 of 5	<i>Newly Appointed</i> <i>(exp. L. Steel-Leibman)</i>	1 year	12/31/2026	
Sydney Williams Resident-at-Large #5 of 5	<i>Newly Appointed</i> <i>(exp. V. Lederman)</i>	1 year	12/31/2026	
Bob Pawlowski Member - Council		1 year	12/31/2026	
Dan Crisafulli Member - Council		1 year	12/31/2026	
Claire Toth Member - Council		1 year	12/31/2026	
<b><u>Air Traffic Noise Advisory Board, Union County</u></b>				
John B. Nicholas Full Member	<i>Re-appointed</i>	1 year	12/31/2026	
Joseph Gallegos Alternate Member	<i>Re-appointed</i>	1 year	12/31/2026	
Bob Pawlowski Council Liaison		1 year	12/31/2026	

			<u>Term Length</u>	<u>Term Expires</u>
<b><u>Athletic Field User Fee Groups - Executive and Management</u></b>				
Schools Superintendent ( <i>Scott Hough</i> ) Executive Group	<i>Re-appointed</i>	1 year	12/30/2026	
Board of Education Member (1 of 2) Executive Group ( <i>Melanie Cohn</i> )	<i>Re-appointed</i>	1 year	12/31/2026	
Board of Education Member (2 of 2) ( <i>Eileen Kelly</i> ) Executive Group	<i>Re-appointed</i>	1 year	12/31/2026	
DCS Public Works Staff ( <i>Michael Caputo</i> ) Management Group	<i>Re-appointed</i>	1 year	12/31/2026	
Community Programs Advisory Board ( <i>Laura Bucola</i> ) Member (1 of 2) Executive Group	<i>Newly appointed</i> (exp. <i>M. Hoefs</i> )	1 year	12/31/2026	
Community Programs Advisory Board ( <i>Eric Kurs-Lasky</i> ) Member (2 of 2) Executive Group	<i>Re-appoint</i>	1 year	12/31/2026	
Community Programs Department Staff ( <i>Chris Holenstein</i> ) Management Group	<i>Re-appointed</i>	1 year	12/31/2026	
Chief Financial Officer/City Administrator ( <i>Tammie Baldwin</i> )	<i>Re-appointed</i>	1 year	12/31/2026	
Schools Athletic Director ( <i>Dan Healy</i> ) Management Group	<i>Re-appointed</i>	1 year	12/31/2026	
Community Programs Director ( <i>Mark Ozoroski</i> ) Executive Group	<i>Re-appointed</i>	1 year	12/31/2026	
Organized Sports Teams	<i>Re-appointed</i>	1 year	12/31/2026	
Dan Crisafulli Member – Council ( <i>CAP Committee</i> )		1 year	12/31/2026	
Michelle Kalmanson Member - Council ( <i>CPPS Committee</i> )		1 year	12/31/2026	
<b><u>Community Development Revenue Sharing Committee, Union County</u></b>				
Jacqueline Gray Full Member	<i>Re-appointed</i>	1 year	12/31/2026	
Chantal Landman Member - Council		1 year	12/31/2026	
<b><u>Economic Development Advisory Committee, Summit</u></b>				
Nancy Adams Summit Downtown, Inc. Exec. Dir.	<i>Re-appointed</i>	1 year	12/31/2026	
Stela Lupushor Community-at-Large (#1 of 8)	<i>Newly Appointed</i> (exp. <i>J. Schroeder</i> )	2 years	12/31/2027	
Diego Hoic Community-at-Large (#3 of 8)	<i>Newly Appointed</i> (exp. <i>J. White</i> )	2 years	12/31/2027	

		<u>Term Length</u>	<u>Term Expires</u>
<b><u>Economic Development Advisory Committee, Summit</u></b>			
Unfilled ( <i>exp. D. Dixon</i> )		2 years	12/31/2027
Community-at-Large (#4 of 8)			
Tim McAloon	<i>Newly Appointed</i>	2 years	12/31/2026
Community-at-Large (#7 of 8)	<i>(unexp. W. Gonzalez)</i>		
Barbara Feringa	<i>Newly Appointed</i>	2 years	12/31/2026
Community-at-Large (#8 of 8)	<i>(unexp. M. Gundersen)</i>		
Tammie Baldwin	<i>Re-appointed</i>	Indefinite	12/31/2026
Chief Financial Officer/City Administrator			
Elizabeth Fagan		1 year	12/31/2026
Mayor			
Dan Crisafulli		1 year	12/31/2026
Council Liaison (CAP Chair)			
Chantal Landman		1 year	12/31/2026
Council Liaison (Finance Chair)			
<b><u>Emergency Shared Dispatch Center Committee</u></b>			
Tammie Baldwin	<i>Re-appointed</i>	1 year	12/31/2026
CFO/City Administrator			
Ryan Peters, Chief of Police	<i>Newly Appointed</i>	1 year	12/31/2026
Emergency Services	<i>(exp. E. Evers)</i>		
Jamel Boyer		1 year	12/31/2026
Council Liaison			
Bob Pawlowski		1 year	12/31/2026
Council Liaison			
<b><u>Free Market Steering Committee, Summit</u></b>			
John Dasti	<i>Newly Appointed</i>	1 year	12/31/2026
DCS Representative	<i>(exp. P. Priore)</i>		
Christine Lijoi	<i>Re-appointed as Chair</i>	1 year	12/31/2026
2026 Chair			
Christine Lijoi	<i>Re-appointed as Member</i>	1 year	12/31/2026
Community-at-Large Member #1 of 4			
Anthony Rossi	<i>Newly Appointed</i>	1 year	12/31/2026
Community-at-Large Member #2 of 4	<i>(exp. C. Harrison)</i>		
Unfilled ( <i>exp. D. Story</i> )		1 year	12/31/2026
Community-at-Large Member #3 of 4			
Cheryl LaBelle	<i>Re-appointed</i>	1 year	12/31/2026
Community-at-Large Member #4 of 4			
Abigail Grajales	<i>Newly Appointed</i>	1 year	12/31/2026
Summit High School Student Body	<i>(exp. S. Duong)</i>		
Rep. #1 of 2			
Elsie Fosgate	<i>Re-appointed</i>	1 year	12/31/2026
Summit High School Student Body			
Rep. #2 of 2			
Diane Langworthy	<i>Re-appointed</i>	1 year	12/31/2026
Summit Conservancy Rep.			

			<u>Term Length</u>	<u>Term Expires</u>
<b><u>Free Market Steering Committee, Summit</u></b>				
Mimi Zukoff Environmental Commission Rep.	<i>Re-appointed</i>	1 year	12/31/2026	
Mimi Zukoff Recycling Advisory Committee Rep.	<i>Re-appointed</i>	1 year	12/31/2026	
Michelle Kalmanson Council Liaison		1 year	12/31/2026	
<b><u>Historic Preservation Commission</u></b>				
Jim Burgmeyer Full Member - Class A	<i>Re-appointed</i>	4 years	12/31/2029	
Bonnie Morrison Full Member – Class C Resident	<i>Re-assigned (unexp. M. Gaylord)</i>	4 years	12/31/2026	
Nick Curiale Alternate 1 – Class C Resident	<i>Re-assigned (exp. Morrison who moved to Full membership)</i>	2 years	12/31/2027	
Tim Swope Alternate 2 – Class C Resident	<i>Newly Appointed (exp. N. Curiale who moved to Alt. 1)</i>	2 years	12/31/2026	
Bob Pawlowski Council Liaison		1 year	12/31/2026	
<b><u>Hometown Heroes Ad Hoc Committee</u></b>				
Michael Arlein Citizen-at-large	<i>Re-appointed</i>	1 year	12/31/2026	
Aaron Schrager DCS Representative	<i>Re-appointed</i>	1 year	12/31/2026	
Jaclyn Lasaracina Council Liaison		1 year	12/31/2026	
<b><u>Joint Health Insurance Fund (new this year)</u></b>				
Megan Champney Commissioner	<i>Newly Appointed</i>	1 year	12/31/2026	
Jennifer Kobliska Alternate	<i>Newly Appointed</i>	1 year	12/31/2026	
<b><u>Joint Insurance Fund</u></b>				
Megan Champney Commissioner	<i>Re-appointed</i>	1 year	12/31/2026	
Tammie Baldwin Alternate	<i>Re-appointed</i>	1 year	12/31/2026	
<b><u>Lackawanna Coalition</u></b>				
Patrick Allen Summit Representative	<i>Re-appointed</i>	1 year	12/31/2026	
Claire Toth Council Liaison		1 year	12/31/2026	

			<u>Term Length</u>	<u>Term Expires</u>
<b><u>Mount Laurel Subcommittee</u></b>				
Joseph Burgis City Planner	<i>Re-appointed</i>	1 year	12/31/2026	
Nancy Holm Affordable Housing Counsel	<i>Re-appointed</i>	1 year	12/31/2026	
Scott Loikits Zoning Board Representative	<i>Re-appointed</i>	1 year	12/31/2026	
Augusto Dal'Maso DCS Director Designee/Municipal Housing Liaison	<i>Re-appointed</i>	1 year	12/31/2026	
Steven Spurr Planning Board Representative	<i>Re-appointed</i>	1 year	12/31/2026	
Tammie Baldwin Chief Financial Officer/City Administrator	<i>Re-appointed</i>	1 year	12/31/2026	
Claire Toth Council President or Designee	<i>Re-appointed</i> (moves to CO to replace M. McTernan)	1 year	12/31/2026	
Dan Crisafulli CAP Representative	<i>Newly Appointed</i> (exp. D. Hamlet)	1 year	12/31/2026	
Bob Pawlowski Law/Labor Committee Representative	<i>Re-appointed</i>	1 year	12/31/2026	
Elizabeth Fagan Mayor	<i>Re-appointed</i>	1 year	12/31/2026	
<b><u>Park Line Steering Committee</u></b>				
Ricardo Tapia Resident #1 of 2	<i>Re-appointed</i>	1 year	12/31/2026	
Jess Moon Resident #2 of 2	<i>Re-appointed</i>	1 year	12/31/2026	
Planning Board Representative (Ryan Felmet)	<i>Re-appointed</i>	1 year	12/31/2026	
Park Line Foundation Representative (Frank Macioce)	<i>Re-appointed</i>	1 year	12/31/2026	
Eric Evers Fire Chief or Designee	<i>Re-appointed</i>	1 year	12/31/2026	
Ryan Peters Chief of Police or Designee	<i>Re-appointed</i>	1 year	12/31/2026	
Aaron Schrager City Engineer	<i>Re-appointed</i>	1 year	12/31/2026	
Tammie Baldwin Chief Financial Officer/City Administrator	<i>Re-appointed</i>	1 year	12/31/2026	
Elizabeth Fagan Member - Mayor		1 year	12/31/2026	

		<u>Term Length</u>	<u>Term Expires</u>
<b><u>Park Line Steering Committee</u></b>			
Claire Toth Council Liaison		1 year	12/31/2026
Jamel Boyer Council Liaison & 2026 Chair		1 year	12/31/2026
<b><u>Parking Advisory Committee, Summit</u></b>			
Nancy Adams Summit Downtown Inc. Rep	<i>Re-appointed</i>	1 year	12/31/2026
Michael Stewart Community-at-large	<i>Newly Appointed</i> (exp. C. Bancone)	2 years	12/31/2027
Leslie Salcedo Community-at-Large	<i>Newly Appointed</i> (exp. J. Caputo)	2 years	12/31/2027
Shawn Feeney Community-at-Large	<i>Re-appointed</i>	2 years	12/31/2027
Alfred Hitchings Community-at-Large	<i>Re-appointed</i>	2 years	12/31/2027
Beth Welsh Community-at-Large	<i>Re-appointed</i>	2 years	12/31/2027
Kristen Scalia <u>Business Owner</u> (category name change) Community at Large	<i>Newly Appointed</i> (exp. A. LaVecchia)	2 years	12/31/2027
Tammie Baldwin Chief Financial Officer/City Administrator	<i>Re-appointed</i>	Indefinite	12/31/2026
Nicole Sawicki Parking Services Agency Director		Indefinite	12/31/2026
Michelle Kalmanson Council Liaison		1 year	12/31/2026
<b><u>Recycling Advisory Committee</u></b>			
Elizabeth Aaron Education Representative	<i>Re-appointed</i>	1 year	12/31/2026
Nancy Adams Summit Downtown, Inc. (SDI) Rep.	<i>Re-appointed</i>	1 year	12/31/2026
Georgios Drossinos Citizen-at-Large	<i>Re-appointed</i>	2 years	12/31/2027
Caroline Gale Student Representative	<i>Re-appointed</i>	1 year	12/31/2026
Unfilled (unexp. J. Potasiewicz) Student Representative		1 year	12/31/2026
Kathryn Head Citizen-at-Large	<i>Re-appointed</i>	2 year	12/31/2027
Althea Llewellyn Reeves-Reed Arboretum Inc. Rep.	<i>Re-appointed</i>	1 year	12/31/2026

			<u>Term Length</u>	<u>Term Expires</u>
<b><u>Recycling Advisory Committee</u></b>				
Nicholas Menzorio Scouts Representative	<i>Re-appointed</i>	1 year	12/31/2026	
Adam Selig Citizen-at-Large	<i>Re-appointed</i>	2 years	12/31/2027	
Karen Venturella Citizen-at-Large	<i>Re-appointed</i>	1 year	12/31/2026	
Mimi Zukoff Environmental Commission Rep.	<i>Re-appointed</i>	1 year	12/31/2026	
Mimi Zukoff 2026 Chair	<i>Re-appointed</i>	1 year	12/31/2026	
Aaron Schrager DCS Designee	<i>Re-appointed</i>	1 years	12/31/2026	
Dan Crisafulli Council Liaison		1 year	12/31/2026	
<b><u>Shade Tree Advisory Committee</u></b>				
John Bierne Reeves-Reed Arboretum Rep.	<i>Re-appointed</i>	1 year	12/31/2026	
John Kilby Citizen-at-Large & Liaison to Environmental Committee	<i>Re-appointed</i>	3 years	12/31/2028	
John Linson Division of Public Works Designee	<i>Re-appointed</i>	1 year	12/31/2026	
SEDAC Representative (SEDAC selects Rep.)	<i>Re-appointed</i>	1 year	12/31/2026	
Paul Stern Planning Board Representative	<i>Re-appointed</i>	1 year	12/31/2026	
Miriam Zahn Zoning Board Representative	<i>Re-appointed</i>	1 year	12/31/2026	
Unfilled (exp. P. Zipf) Builder/Developer	<i>Re-appointed</i>	1 year	12/31/2026	
Jaclyn Lasaracina Council Liaison		1 year	12/31/2026	
<b><u>Transportation Advisory Board, Union County</u></b>				
Lou DeSocio Full Member	<i>Re-appointed</i>	1 year	12/31/2026	
Unfilled – exp. Kirson Alternate		1 year	12/31/2026	

			<u>Term Length</u>	<u>Term Expires</u>
<b><u>Veteran's Affordable Housing Project Committee</u></b>				
Scott Loitkis	<i>Re-appointed</i>	1 year	12/31/2026	
Zoning Board Representative				
Michelle Kalmanson		1 year	12/31/2026	
Council Liaison				
Chantal Landman		1 year	12/31/2026	
CAP Committee Representative				
Elizabeth Fagan		1 year	12/31/2026	
Mayor				
<b><u>Zoning Board of Adjustment</u></b>				
Aymen Maleh	<i>Re-appointed</i>	4 years	12/31/2029	
Full Member				
David Mollin	<i>Newly Appointed</i> (exp. J. Steiner)	4 years	12/31/2029	
Full Member				
Jay Fehskens	<i>Re-appointed</i>	2 years	12/31/2027	
Alternate 2				
Fredric Bell	<i>Newly appointed</i> (exp. J. Nering)	2 years	12/31/2027	
Alternate 4				
Bob Pawlowski		1 year	12/31/2026	
Council Liaison				

Dated: January 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk

**CONFIRM MAYOR'S ADVICE & CONSENT APPOINTMENTS**

January 6, 2026

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

That the following Mayoral appointments be and they are hereby confirmed:

		<u>Term Length</u>	<u>Term Expiration</u>
<b><u>Arts Committee, Mayor's Partnership for Public Art/Summit</u></b>			
Vivian Furman Resident Member #06 of 18	<i>Re-appointed</i>	3 years	12/31/2028
Valerie Flax Resident Member #15 of 18	<i>Newly Appointed (unexp. G. Robson)</i>	3 years	12/31/2026
Megan Gaeta Resident Member #16 of 18	<i>Newly Appointed (unexp. J. Lasaracina)</i>	3 years	12/31/2026
Amanda McConnon Resident Member #17 of 18	<i>Re-appointed</i>	3 years	12/31/2028
Summit Downtown Inc. Rep. ( <i>L. Herman</i> )	<i>Re-appointed SDI chooses Rep.</i>	1 year	12/31/2026
Visual Arts Center f NJ ( <i>R. Tramposch</i> )	<i>Re-appointed VACNJ chooses Rep.</i>	1 year	12/31/2026
Aaron Schrager DCS Representative	<i>Re-appointed</i>	1 year	12/31/2026
Unfilled (exp. <i>S. Nash</i> ) Resident Member #02 of 18	<i>Re-appointed</i>	3 years	12/31/2028
Unfilled (exp. <i>G. Spielberg</i> ) Resident #03 of 18		3 years	12/31/2028
Unfilled (exp. <i>C. Abruzzo</i> ) Resident Member #08 of 18		3 years	12/31/2028
Vacancy ( <i>unexp. D. Hogan</i> ) Resident Member #09 of 18		3 years	12/31/2027
Vacancy ( <i>unexp. D. Whipple</i> ) Resident Member #12 of 18		3 years	12/31/2026
Vacancy ( <i>unexp. K. Elko</i> ) Resident Member #13 of 18		3 years	12/31/2026
Jaclyn Lasaracina Member - Council		1 year	12/31/2026
Elizabeth Fagan Mayor - Ex Officio			12/31/2027 ( <i>term of office</i> )
<b><u>Community Programs Advisory Board</u></b>			
Rick Carbone Resident-at-Large	<i>Newly Appointed (unexp. S. Lenz)</i>	3 years	12/31/2027
Michael Dugan Member	<i>Re-appointed</i>	3 years	12/31/2028
Diane Gallo Senior Citizens Representative	<i>Re-appointed</i>	3 years	12/31/2028
Alex Levkov Member	<i>Re-appointed</i>	3 years	12/31/2028

			<u>Term Length</u>	<u>Term Expiration</u>
<b><u>Community Programs Advisory Board</u></b>				
Jennifer Winters Resident-at-Large	<i>Re-appointed</i>	3 years	12/31/2028	
Michelle Kalmanson Council Liaison		1 year	12/31/2026	
<b><u>Health, Board of</u></b>				
Amitha Kumar Member	<i>Re-appointed</i>	3 years	12/31/2028	
Jill Rathyen Member	<i>Re-appointed</i>	3 years	12/31/2028	
Mark Krell Member	<i>Newly Appointed</i> (exp. H. Robinson)	3 years	12/31/2028	
Michelle Kalmanson Council Liaison		1 year	12/31/2026	
<b><u>Homelessness in Summit, Mayor's Task Force</u></b>				
Leah Griffith 2026 Chair	<i>Re-appointed</i>	1 year	12/31/2026	
Leah Griffith, Summit Volunteer First Aid Squad Summit-based Non-profit Organization Representative #3	<i>Re-appointed</i>	1 year	12/31/2026	
Megan Avallone Board of Health Representative	<i>Re-appointed</i>	1 year	12/31/2026	
Crystal Marr Supt'd of Summit Public Schools Designee	<i>Re-appointed</i>	1 year	12/31/2026	
Susan Kaye Overlook Medical Center Representative	<i>Re-appointed</i>	1 year	12/31/2026	
Mary Sheehan Cummins, Other Fellow First Foundation Summit-based Non-profit Organization Representative #1	<i>Re-appointed</i>	1 year	12/31/2026	
Christopher Cotter, SHIP Summit-based Non-profit Organization Representative #2	<i>Re-appointed</i>	1 year	12/31/2026	
Richard Uniacke, Bridges Outreach Summit-based Non-profit Organization Representative #4	<i>Re-appointed</i>	1 year	12/31/2026	
Mark Yeager, Summit Foundation Summit-based non-profit Organization Representative #5	<i>Re-appointed</i>	1 year	12/31/2026	
Amanda Block, Warm Hearts Summit-based Non-profit Organization Representative #6	<i>Re-appointed</i>	1 year	12/31/2026	

			<u>Term Length</u>	<u>Term Expiration</u>
<b><u>Homelessness in Summit, Mayor's Task Force</u></b>				
Apollo Hrehorovich, GRACE Summit-based Non-profit Organization Representative #7	<i>Re-appointed</i>	1 year	12/31/2026	
Peter Jacob, Family Promise Summit-based Non-profit Organization Representative #8	<i>Re-appointed</i>	1 year	12/31/2026	
Karen Olson, Family Promise Summit-based Non-profit Organization Representative #9	<i>Re-appointed</i>	1 year	12/31/2026	
Robin Tanner, Clergy Representative	<i>Re-appointed</i>	1 year	12/31/2026	
Lisa Allen Resident-at-Large #1 of 5	<i>Re-appointed</i>	1 year	12/31/2026	
Srivatsa Dattatreya Resident-at-Large #2 of 5	<i>Re-appointed</i>	1 year	12/31/2026	
Jessica Jett Resident-at-Large #3 of 5	<i>Re-appointed</i>	1 year	12/31/2026	
Erika Melchiorre Resident-at-Large #4 of 5	<i>Re-appointed</i>	1 year	12/31/2026	
Beverly Brown Resident-at-Large #5 of 5	<i>Re-appointed</i>	1 year	12/31/2026	
Josue Solano Summit Downtown Business Owner	<i>Re-appointed</i>	1 year	12/31/2026	
Harold Esquivel Business Owner-at-Large	<i>Re-appointed</i>	1 year	12/31/2026	
Eric Evers Fire Chief	<i>Re-appointed</i>	1 year	12/31/2026	
Captain Jonathan Garcia  Chief of Police Designee	<i>Re-appointed</i>	1 year	12/31/2026	
<i>Unfilled</i> Summit-based Non-profit Organization Representative #10		1 year	12/31/2025	
Jaclyn Lasaracina Council President Designee		1 year	12/31/2026	
Bob Pawlowski Safety/Health Committee Member	<i>Re-appointed</i>	1 year	12/31/2026	
Elizabeth Fagan Mayor – Ex Officio			12/31/2027 <i>term of office</i>	
<b><u>Rent Commission</u></b>				
Brent Cromwell Member – Landlord Representative	<i>Re-appointed</i>	3 years	12/31/2028	
Lori Dahl Member - Public Representative	<i>Re-appointed</i>	3 years	*12/31/2027	
Eric Dziadzio Member – Tenant Representative	<i>Re-assigned</i> (was Alt 1., takes exp. L. Salcedo)	2 years	12/31/2026	

		<u>Term Length</u>	<u>Term Expiration</u>
<b><u>Rent Commission</u></b>			
Unfilled ( <i>exp. K. Montgomery</i> ) Member – Public Representative		3 years	12/31/2028
LaTanya Marchell Member – Alternate 2	<i>Newly Appointed</i>	3 years	*12/31/2027
Yasmeen Medina Member – Public Representative	<i>Re-appointed</i>	3 years	12/31/2028
Kristen Peka Member – Alternate 1	<i>Newly Appointed</i> ( <i>exp. E. Dziadzio who moved to F Full Tenant Representative</i> )	2 years	12/31/2027
Jamel Boyer Council Liaison		1 year	12/31/2026

*\*intentionally staggered, so all members' terms do not expire at the same time.*

**Technology Advisory Committee**

James Frackoviak Citizen-at-Large	<i>Re-appointed</i>	2 years	12/31/2027
David Kristol Citizen-at-Large	<i>Re-appointed</i>	2 years	12/31/2027
Nirupama Mallavarupu Citizen-at-Large	<i>Re-appointed</i>	2 years	12/31/2027
Danielle Mirliss Citizen-at-Large	<i>Re-appointed</i>	2 years	12/31/2027
Andrew Bush Citizen-at-Large		1 year	12/31/2026
Pritam Dodejaa Citizen-at-Large	<i>Re-appointed</i>	1 year	12/31/2026
John Pignata Citizen-at-Large	<i>Re-appointed</i>	1 year	12/31/2026
Ryan Schafer Citizen-at-Large		1 year	12/31/2026
Tammie Baldwin City Administrator	<i>Re-appointed</i>	Indefinite	12/31/2026
Dan Crisafulli Member - Council		1 year	12/31/2026
Elizabeth Fagan Member – Mayor (Ex Officio)			12/31/2027 (term of office)

Dated: January 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk

Resolution (ID # 12079)  
January 6, 2026

## DESIGNATE NEWS MEDIA FOR NOTICES AND AGENDA

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. requires that certain notices of meetings be submitted to two (2) newspapers, one of which shall be the official newspaper; and

WHEREAS, the law requires 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; and

WHEREAS, on June 30, 2025, Senate Bill No. 4654 (“Bill”) was signed into law by Governor Phil Murphy amending the requirements for the publication and advertisement of legal notices; and

WHEREAS, the Bill provides that effective March 1, 2026, whenever a public entity is required by law or by order or rule of any court to publish or advertise a legal notice, the public entity shall publish or advertise the legal notice on the public entity’s official website; and

WHEREAS, the Bill also provides that a direct hyperlink to legal notices published on the public entity’s website shall be placed conspicuously on the public entity’s homepage; and

WHEREAS, the Bill requires that no later than March 1, 2026, the Secretary of State shall establish an Internet webpage that shall contain the hyperlinks to the legal notices webpage of each public entity across the State; and

WHEREAS, from January 1 to December 31, 2026, a public entity is required to publish an advertisement at least twice a month in an eligible online news publication with the link to the public entity’s webpage for official notices; and

WHEREAS, after March 1, 2026, a public entity may, in addition to the publication on its official website, publish or advertise a legal notice separately on an eligible online news publication.

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

1. That *The Union County Local Source* be and is hereby the designated City of Summit official newspaper.
2. That the *Star Ledger* be and the same is hereby designated as the second official newspaper of the City for publication of notices of meetings.

3. That the *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
4. That the following news media are hereby designated to receive all notices of meetings, as required under the Open Public Meetings Act, via email, and each media shall have access to the agenda package through the City's website:

Ledger Local 485 Route 1 South Building E Suite 300 Iselin NJ 08830 <a href="mailto:ledgerlocal@njadvancemedia.com">ledgerlocal@njadvancemedia.com</a>	The Star-Ledger/NJ.com 1 Star Ledger Plaza Newark, NJ 07102 <a href="mailto:union@starledger.com">union@starledger.com</a>	The Union County Local Source Worrall Community Newspapers 1291 Stuyvesant Avenue P.O. Box 3639 Union, NJ 07083 <a href="mailto:editorial@thelocalsource.com">editorial@thelocalsource.com</a>
HTTV 70 Maple Street Summit, NJ 07901 <a href="mailto:info@httvonline.org">info@httvonline.org</a>	TAP Into LLC <a href="mailto:cwrightman@tapinto.net">cwrightman@tapinto.net</a>	Summit Patch <a href="mailto:media@patch.com">media@patch.com</a>

5. For the 2026 calendar year, the City shall publish an advertisement at least twice a month with the link to the City's webpage for official notices.
6. That effective March 1, 2026, the City shall advertise all required legal notices on the City's website in accordance with law.

Dated: January 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk

Resolution (ID # 12080)  
January 6, 2026

**APPOINT 2026 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, c.127 and N.J.A.C. 17:27, for the term indicated below:

<u>Name</u>	<u>Term</u>
Natasha Matisak	Indefinite

Dated: January 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk



**City Clerk's Office**  
CA - Law & Labor

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

Meeting: 01/06/26 07:30 PM

## **RESOLUTION (ID # 12080)**

DOC ID: 12080

TO: Mayor and Common Council

FROM: City Clerk,

DATE:

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

Resolution (ID # 12081)  
January 6, 2026

## APPOINT AMERICANS WITH DISABILITIES ACT (ADA) COORDINATOR

WHEREAS, there is a need to appoint an employee of the City of Summit 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 as the City's ADA Coordinator, whose contact information is as follows:

Tammie Baldwin, Chief Financial Officer/City Administrator  
Business address: 512 Springfield Avenue, Summit, New Jersey 07901  
Telephone: 908-522-3600  
E-mail address: [tbaldwin@cityofsummit.org](mailto:tbaldwin@cityofsummit.org)

, and

WHEREAS, the City 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 the City Administrator be and is hereby appointed as the ADA Coordinator for a period commencing on January 1, 2026 through December 31, 2026.
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, 2026.

Dated: January 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk



**City Clerk's Office**  
CA - Law & Labor

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

Meeting: 01/06/26 07:30 PM

## **RESOLUTION (ID # 12081)**

DOC ID: 12081

TO: Mayor and Common Council

FROM: Rosemary Licatese, City Clerk

DATE:

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 # 12129)  
January 6, 2026

## APPOINT 2026 AFFORDABLE HOUSING ADMINISTRATIVE AGENT

WHEREAS, pursuant to N.J.S.A. 52:27D-301 et seq., the City of Summit has a program to provide affordable housing units to low- and moderate-income households desiring to live within the City, and

WHEREAS, N.J.A.C. 5:80-26 et seq. provides that the affordability controls governing affordable housing units may be administered by an Administrative Agent acting on behalf of the City, and

WHEREAS, the City appoints an Administrative Agent responsible for administering Summit's affordable housing program. Duties include but are not limited to affordability controls and the Affirmative Marketing Plan all of which are overseen by the City's appointed Municipal Housing Liaison, and

WHEREAS, the City's Municipal Housing Liaison recommends the re-appointment of Leckington Advisors, LLC as the City's Administrative Agent; and

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

1. That it does hereby appoint Leckington Advisors, LLC as the City's Administrative Agent for affordable housing matters.
2. That said appointment shall be in effect from January 1, 2026 through December 31, 2026.
3. That the contract with Leckington Advisors, LLC shall be in the form approved by the City's Qualified Purchasing Agent.

Dated: January 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk



## **RESOLUTION (ID # 12129)**

DOC ID: 12129 A

TO: Mayor and Common Council

FROM: Augusto Dal'Maso, Land Use Manager

DATE: August 20, 2025

The City appoints an Administrative Agent responsible for administering Summit's affordable housing program. Duties include but are not limited to affordability controls and the Affirmative Marketing Plan all of which are overseen by the City's appointed Municipal Housing Liaison.

I am recommending an annual re-appointment of Leckington Advisors, LLC as the City's Administrative Agent.

The firm's president, Marc Leckington, is the author of "Understanding UHAC", Vice President of the Affordable Housing Professionals of NJ, and an adjunct Instructor at Rutgers University Center for Government Services. His professional experience includes serving as and overseeing Administrative Agent duties for dozens of municipalities in NJ and more than two thousand affordable units in the State.

The cost of services is paid through the City's Affordable Housing Trust Fund which is funded by developers (not through taxation) and will be reckoned toward the City's administrative spending costs as stated in the adopted Affordable Housing Spending Plan.

As the City's appointed Municipal Housing Liaison, it is my recommendation a resolution be passed to re-appoint Leckington Advisors, LLC as Administrative Agent for the term of January 1, 2026 through December 31, 2026 as described above with an annual re-appointment to be considered thereafter.

Resolution (ID # 12082)  
January 6, 2026

**AUTHORIZE CITY ENGINEER TO EXECUTE 2026 NJDEP, NJDOT, STATE OF NEW JERSEY & UNION COUNTY PERMIT APPLICATIONS ON BEHALF OF THE CITY**

WHEREAS, from time to time, the City Engineer and Mayor are required to sign permit documents, easements and plans with various entities including NJDEP, JMEUC, NJDOT, State of New Jersey and County of Union in conjunction with various construction projects, and

WHEREAS, currently each permit document that requires such signatures is presented to the Common Council for authorization to sign, which often delays the process for developers, and

WHEREAS, providing a blanket authorization for the City Engineer and Mayor to sign such documents would expedite the process and be more efficient, and

WHEREAS, the City Engineer, under their license, will utilize sound engineering judgement when signing such documents and will notify the governing body when action if taken, and

WHEREAS, the City wishes to have the City Engineer sign such documents on behalf of the City, and

WHEREAS, the execution of such permit documents is required for multiple New Jersey departmental permits necessary for the City to have in connection with various construction projects.

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

1. That, it does hereby authorize the City Engineer and, whenever required, the Mayor, to execute all necessary documents with NJDEP, JMEUC, NJDOT, State of New Jersey and County of Union, as well as other New Jersey Departments, in conjunction with various construction projects, on behalf of the City of Summit for Calendar Year 2026.
2. That the City Engineer, under their license, will utilize sound engineering judgment when signing such documents and shall notify the governing body if action if taken.
3. That the City Engineer shall maintain all above described executed documents, with the exception of easement agreements, which upon being fully executed, the original shall be forwarded to the Office of the City Clerk for filing and recording with the Union County Clerk.
4. The granting of blanket authorization as described above shall be considered for renewal in January of each year.

Dated: January 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk



**City Clerk's Office**  
CA - Law & Labor

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

Meeting: 01/06/26 07:30 PM

## **RESOLUTION (ID # 12082)**

DOC ID: 12082

TO: Mayor and Common Council

FROM: City Clerk,

DATE:

### **SUMMARY**

Periodically, the City Engineer and Mayor are required to sign permit documents, easements and plans for submission to various entities including Union County, NJDEP, JMEUC, and NJDOT. Typically, each individual item is sent to Council for action which often delays the process for the developer and adds to the agenda. This blanket resolution will authorize the City Engineer and Mayor to sign these documents throughout the year as required. The City Engineer, under his/her license, will utilize sound engineering judgement when signing these documents and will notify the appropriate Council Committee when action is taken. This process has been successful in expediting the process for entities during development projects.

Resolution (ID # 12260)  
January 6, 2026

**APPOINT CROSSING GUARDS FOR 2026-2027 SCHOOL YEAR**

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 2026-2027 school year:

Harold Abraham	Anglo Accilien
Louis Alicea	George Balint
Maria del Columbie	Maria Conte
Mary Davidson	Sharon Diorio
Herschel Eaves	Roberta Feraro
Robert Holmes	Sandra Holmes
Cynthia Horn	Geraldine Horn
Nicole James	Peter Kelly
April Leak	Steven Minolfo
Joseph Passalacqua	William Piccola
Gary Roe	Vincent Russo
Robert Ryan	Michael Sedita
Fred Smith	John Sturm
Elizabeth Tidaback	Mary Vick
Christine Von Haas	

Dated: January 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk



# SUMMIT POLICE DEPARTMENT

## MEMORANDUM

To: Rosemary Licatese, City Clerk  
 Nicole Kotiga, Deputy City Clerk

From: Ryan Peters, Chief of Police

Re: 2026 Appointment of Crossing Guards

Date: October 28, 2025

The following Crossing Guards will be employed with the City of Summit for the 2026 school year:

Harold Abraham	Anglo Accilien
Louis Alicea	George Balint
Maria del Columbie	Maria Conte
Mary Davidson	Sharon Diorio
Herschel Eaves	Roberta Feraro
Robert Holmes	Sandra Holmes
Cynthia Horn	Geraldine Horn
Nicole James	Peter Kelly
April Leak	Steven Minolfo
Joseph Passalacqua	William Piccola
Gary Roe	Vincent Russo
Robert Ryan	Michael Sedita
Fred Smith	John Sturm
Elizabeth Tidaback	Mary Vick
Christine Von Haas	

Resolution (ID # 12084)  
January 6, 2026

### **APPOINT 2026 MUNICIPAL HUMANE LAW ENFORCEMENT OFFICER**

WHEREAS, pursuant to N.J.S.A. 4:22-14.1, the City of Summit is required to appoint a Humane Law Enforcement Officer who shall be responsible for the animal welfare with the City of Summit in accordance with the provisions of Chapter 22 of Title 4 of the Revised Statutes.

NOW THEREFORE BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT, in the County of Union and State of New Jersey, in accordance with N.J.S.A. 4:22-14.1, that Kathleen Maggiulli is hereby appointed as Humane Law Enforcement Officer for the City of Summit for the calendar year 2026 and until such time as a successor shall have been appointed. Said appointment shall be effective immediately.

Dated: January 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk

Resolution (ID # 12085)  
January 6, 2026

**ADOPT TEMPORARY MUNICIPAL OPERATING BUDGET**

WHEREAS, Section 40A:4-19 of the Local Budget Law provides that, where any contracts, commitments or payments are to be made prior to the final adoption of the 2026 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 2026, and

WHEREAS, the total appropriations in the 2025 budget, less appropriations made for the Capital Improvement Fund and Debt Service is the sum of \$47,926,756.00, and

WHEREAS, 26.25 percent of the total appropriations in the 2025 budget less appropriations for the Capital Improvement Fund and Debt Service in the said 2025 budget is the sum of \$12,580,773.45

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 her records.

Dated: January 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk



**Finance Committee**  
CA - Finance/Personnel

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

Meeting: 01/06/26 07:30 PM

## **RESOLUTION (ID # 12085)**

DOC ID: 12085

TO: Mayor and Common Council  
FROM: Tammie Baldwin, CFO/City Administrator  
DATE:

### **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**  
**2026 TEMPORARY BUDGET**

<u>Operating Budget</u>	Salaries	Other Expenses
Administration and Executive	\$150,000.00	\$39,000.00
Employee Assistance Program		\$2,800.00
Postage		\$10,000.00
Physical Exams		\$10,000.00
Technology		\$75,000.00
HomeTowne TV Service Agreement		\$0.00
Municipal Purchasing		\$6,000.00
City Clerk	\$100,000.00	\$40,000.00
Codification of Ordinances		\$0.00
Financial Administration	\$135,000.00	\$30,000.00
Audit Services		\$0.00
Tax Collection	\$50,000.00	\$11,407.00
Tax Assessment	\$60,000.00	\$15,000.00
Legal Services	\$11,000.00	\$100,000.00
Engineering	\$100,000.00	\$5,000.00
Municipal Land Use	\$3,000.00	\$25,000.00
Board of Adjustment	\$3,000.00	\$3,000.00
Code Enforcement	\$78,000.00	\$3,000.00
General Liability Insurance		\$0.00
Workers Comp		\$0.00
Employee Group Health		\$0.00
Unemployment		\$0.00
Other Insurance		\$0.00
Police	\$1,707,000.00	\$75,000.00
Crossing Guards	\$60,000.00	\$0.00
Emergency Management	\$7,000.00	\$1,000.00
Fire	\$1,300,000.00	\$44,000.00
Uniform Fire Safety	\$0.00	\$0.00
Fire Hydrant Service		\$60,000.00
Emergency Services Dispatch Center		\$675,000.00
Road Repairs and Maintenance	\$235,000.00	\$30,000.00
Public Works Maintenance	\$65,000.00	\$10,000.00
Garbage and Trash	\$205,000.00	\$500.00
Recycling	\$30,000.00	\$100,000.00
Transfer Station	\$78,000.00	\$5,000.00
Compost Area	\$55,000.00	\$1,000.00
Disposal Charges		\$300,000.00
Public Buildings and Grounds	\$90,000.00	\$18,000.00
Garage	\$76,000.00	\$65,000.00
Board of Health	\$44,000.00	\$25,000.00
Dog Regulation		\$0.00

Social Services - Elderly Program		\$0.00
Prevention Of Drug & Alcohol Abuse		\$0.00
Municipal Golf Course	\$35,000.00	\$7,500.00
Family Aquatic Center		\$25,000.00
Downtown Maintenance		\$0.00
Employee Appreciation		\$0.00
Celebration of Public Events		\$0.00
Community Programs	\$170,000.00	\$10,000.00
Parks and Shade Trees	\$195,000.00	\$30,000.00
Electricity		\$100,000.00
Street Lighting		\$50,000.00
Telephone		\$75,000.00
Water		\$8,000.00
Natural Gas		\$22,000.00
Heating Oil		\$7,500.00
Gasoline		\$35,000.00
Diesel Fuel		\$25,000.00
Community Services	\$150,000.00	\$16,000.00
Contingent		\$0.00
Public Employees Retirement System		\$1,529,199.00
Police & Fire Retirement System		\$3,324,713.00
Defined Contribution Retirement Plan		\$10,000.00
Social Security		\$250,000.00
Municipal Court	\$16,000.00	\$60,000.00
Public Defender	\$2,600.00	\$0.00
	<hr/>	<hr/>
Subtotal Operating Budget	\$5,210,600.00	\$7,369,619.00
		\$12,580,219.00

**Debt Service**

Municipal Payment of Bond Principal		\$4,245,000.00
Municipal Pymt of Bond Anticipation Note		\$0.00
Municipal Interest on Bonds		\$1,676,957.50
Municipal Interest on Notes		\$459,482.00
Downtown Business Improvement Loan		\$0.00
School Payment of Bond Principal		\$4,200,000.00
School Temporary Note Principal		\$0.00
School Interest on Bonds		\$1,541,452.25
School Interest on Notes		\$0.00
	<hr/>	<hr/>
Subtotal Debt Service		\$12,122,891.75

**Grand Total**      **\$24,703,110.75**

Resolution (ID # 12086)  
January 6, 2026

### **ADOPT TEMPORARY BUDGET - SEWER UTILITY**

WHEREAS, Section 40A:4-19 of the Local Budget Law provides that, where any contracts, commitments or payments are to be made prior to the final adoption of the 2026 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 2026, and

WHEREAS, the total appropriations in the 2025 Budget, less appropriations made for the Capital Improvement Fund and the Debt Services, is the sum of \$5,011,251.00, and

WHEREAS, 26.25 percent of the total appropriations in the 2025 Budget less appropriations for the Capital Improvement Fund and the Debt Service in the said 2025 budget is the sum of \$1,315,453.39.

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 her records.

Dated: January 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk



**Finance Committee**  
CA - Finance/Personnel  
[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 01/06/26 07:30 PM

## RESOLUTION (ID # 12086)

DOC ID: 12086

TO: Mayor and Common Council  
FROM: Jen Kobliska, Finance Director  
DATE:

### **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**  
**2026 TEMPORARY BUDGET**

JOINT MEETING MAINTENANCE		\$671,950.65
SEWER ADMINISTRATION		\$671,950.65
Salary & Wages	\$0.00	
Other Pay	\$0.00	
		\$0.00
SEWER ADMINISTRATION OTHER EXPENSES		
Other Expenses	\$14,000.00	
		\$14,000.00
SEWER OPERATING		
Salary & Wages		
Fulltime	\$225,000.00	
Overtime	\$15,000.00	
		\$240,000.00
Other Expenses		
Supplies	\$1,000.00	
Tools	\$1,000.00	
Materials	\$2,500.00	
Building Maintenance	\$4,000.00	
Equipment Maintenance	\$5,000.00	
Vehicle Maintenance	\$6,502.74	
Fuel	\$9,000.00	
Odor Control	\$60,000.00	
Pumps Maintenance	\$40,000.00	
Sanitary Sewer	\$4,000.00	
TV Sewer Inspection	\$1,500.00	
Force Main Repairs	\$1,000.00	
Grease Disposal	\$2,500.00	
Contract Services	\$61,000.00	
Mobile Devices	\$2,000.00	
Software Licenses	\$5,000.00	
Sewer Services	\$130,000.00	
Pumps Electricity	\$50,000.00	
Water	\$1,000.00	
Clothing	\$1,500.00	
Training & Seminars	\$1,000.00	\$389,502.74
		<b>\$1,315,453.39</b>

**TOTAL OPERATING BUDGET**

DEBT SERVICE		
Bond Principal Payment	\$682,480.00	
Bond Interest Payment	\$261,922.00	
BAN Principal Payment	\$17,479.66	
Note Interest Payment	\$318,309.50	<b>\$1,280,191.16</b>
<b>TOTAL DEBT SERVICE</b>		
		<b>\$2,595,644.55</b>

**GRAND TOTAL SEWER OPERATING BUDGET**

Resolution (ID # 12087)  
January 6, 2026

### **ADOPT TEMPORARY BUDGET - PARKING UTILITY**

WHEREAS, Section 40A:4-19, of the Local Budget Law provides that, where any contracts, commitments or payments are to be made prior to the final adoption of the 2026 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 2026, and

WHEREAS, the total appropriations in the 2025 Budget, less appropriations made for the Capital Improvement Fund and the Debt Services, is the sum of \$3,336,732, and

WHEREAS, 26.25 percent of the total appropriations in the 2025 Budget less appropriations for the Capital Improvement Fund and the Debt Service in the said 2025 budget is the sum of \$703,831.80, and

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 her records.

Dated: January 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk



**Finance Committee**  
CA - Finance/Personnel

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

Meeting: 01/06/26 07:30 PM

## **RESOLUTION (ID # 12087)**

DOC ID: 12087

TO: Mayor and Common Council  
FROM: Tammie Baldwin, CFO/City Administrator  
DATE:

### **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**  
**2026 TEMPORARY BUDGET**

**SALARY & WAGES:**

Full Time	\$152,000.00
Part Time	\$42,000.00
Over Time	\$3,500.00
Ambassadors	<u>\$15,000.00</u>
SUBTOTAL	<u>\$212,500.00</u>

**OTHER EXPENSES:**

Supplies & Materials	\$5,000.00			
DeForest Avenue Supplies	\$5,000.00			
Credit Card Charges	\$50,000.00			
Credit Card Charges Counter	\$4,000.00			
Credit Card Charges DeForest	\$8,000.00			
Credit Card Charges Mobile	\$75,000.00			
Electronic Costs	\$150,000.00			
Building Maintenance	\$4,000.00			
Equipment Maintenance	\$50,000.00			
Vehicle Maintenance	\$3,331.80			
Snow Removal	\$0.00			
Legal Services	\$1,000.00			
Financial Services	\$1,500.00			
Non Resident Valet	\$0.00			
Parking Contract Services	\$15,000.00			
Rent	\$52,500.00			
Pensions	\$20,000.00			
Electricity	\$11,000.00			
Telephones	\$2,500.00			
Water	\$1,000.00			
Equipment	\$2,000.00			
Clothing	\$1,000.00			
Training	\$1,000.00			
Memberships	\$500.00	2025 cif	162,200.00	
Lot Maintenance	\$2,000.00	2025 ds	493,268.00	
NJ Transit & DOT Maintenance	\$0.00	2025 budget	3,336,732.00	2,681,264.00
Insurance	\$25,000.00			
Capital Outlay	\$0.00	max	703,831.80	avail
Telephone - Garages	\$1,000.00			
SUBTOTAL	<u>\$491,331.80</u>			

**TOTAL OPERATING BUDGET** **\$703,831.80**

**DEBT SERVICE**

Bond Principal Payment	\$410,000.00			
Bond Interest Payment	\$70,554.00			
BAN Principal Payment	\$89,100.00			
Note Interest Payment	<u>\$6,885.00</u>			
	<b>\$576,539.00</b>			

**TOTAL DEBT SERVICE**

**GRAND TOTAL PARKING OPERATING & DEBT SERVICE** **\$1,280,370.80**

0.00

Resolution (ID # 12088)  
January 6, 2026

### **AUTHORIZE ANNUAL SALARIES**

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

That, effective January 1, 2026, 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 2025 Salary Ordinance for all non-union employees, including anniversary increases effective January 1, 2026 and per respective collective bargaining agreements for the Fire Department (FMBA) the Policemen's Benevolent Association Local 55 (PBA), and the Division of Public Works (Teamsters).

Dated: January 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk

## January 2026 DPW Salaries

Employee Name	Division	Title	Salary
Acosta, Edwyn	Transfer Station	Operator	\$ 58,370.00
Alfaro Jimenez, Dewin	Sanitation	Maintwkr	47,730.00
Araya, Roy	Public Works Maintenance	Truck Driver	53,929.00
Arias, Julian	Sanitation	Collector	52,685.00
Armijo, Fernando	Recycling	Asst. Foreman	98,628.00
Baldwin, Matthew	Sanitation	Truck Driver	84,785.00
Baldwin, Raymond	Road Repair & Maintenance	Asst Foreman	98,628.00
Barajas, Luis	Sanitation	Lead Truck Driver	70,123.00
Burroughs, Anthony	Public Works Maintenance	Maintwkr	47,730.00
Calleo, Darren	Road Repair & Maintenance	Truck Driver	56,658.00
Campanella, Vincent	Sanitation	Truck Driver	59,526.00
Carranza, Albert	Sanitation	MaintWkr	53,929.00
Cruz, Leonel	Sanitation	Truck Driver	87,727.00
Dasti, John	Road Repair & Maintenance	Sr. Operator	98,128.00
Davis, James	Parks & Shade Trees	Maintwkr	52,685.00
DeBiase, Thomas	Sanitation	Truck Driver	62,539.00
Diaz, Ernesto Jr	Road Repair & Maintenance	Foreman	113,612.00
Docs, Ronald	Parks & Shade Trees	Asst Forman	98,128.00
Gerity, Thomas J	Golf	Golf Maint	98,628.00
Gobbi, Leonardo	Fleet Maintenance	Mechanic	78,677.00
Kelly, John	Parks & Shade Trees	Truck Driver	59,829.00
Kitchens, Adam	Road Repair & Maintenance	Truck Driver	51,330.00
Kulik, Ronnie	Parks & Shade Trees	Driver	51,330.00
Lerch, Evan	Parks & Shade Trees	MaintWkr	50,147.00
Martin, Albert	Parks & Shade Trees	Operator	62,857.00
Martinez, Jose	Transfer Station	Driver	92,668.00
Martinez, Waldemar	Sewer	Operator	91,668.00
Matias, Nuno	Buildings & Grounds	Operator	67,691.00
McDermott, William	Sewer	Equip Operator	71,117.00
Montero, Billy	Road Repair & Maintenance	Driver	53,929.00
Niedjadlik, Krzysztof	Road Repair & Maintenance	Operator	62,857.00
Palmer, Jerome	Fleet Maintenance	Foreman	114,612.00
Paradise, Peter	Parks & Shade Trees	Sr Operator	97,628.00
Paz, Arnold	Sanitation	Collector	50,147.00
Phillips, Robert Jr	Parks & Shade Trees	Foreman	113,612.00
Pietrantuono, Salvatore	Compost	Operator	92,668.00
Priore, Patrick J	Sewer	Foreman	113,612.00
Rebelo, Manuel	Road Repair & Maintenance	Equip Operator	56,947.00
Richardone, John	Public Works Maintenance	Operator	91,168.00
Rodriguez-Vasquez, Dervin	Fleet Maintenance	Mechanic	66,348.00
Rodriguez Viruet, Luis D	Sanitation	Truck Driver	89,227.00
Rogers, Kevin	Buildings & Grounds	Senior Operator	97,628.00
Shaffery, Russell	Compost	Operator	92,668.00
Wolfe, Warren	Buildings & Grounds	Asst Foreman	97,628.00
Zotti, Christopher	Sewer	Operator	92,668.00

**Total DPW Salaries \$3,454,829.00**

## January 2026 Fire Department Salaries

Employee Name	Title	Total
Abbate, Vincent	Firefighter	77,880.00
Almgren, Braedan	Firefighter	51,576.00
Baskin, Jacob	Firefighter	51,576.00
Bonczo, John	Firefighter	123,568.00
Carbone, Matthew	Firefighter	64,728.00
Ciraco, Nicholas	Firefighter	51,576.00
Digney, Timothy	Firefighter	45,000.00
Dorko, Christopher	Lieutenant	139,026.00
Esposito, Christopher	Lieutenant	139,026.00
Evers, Eric	Chief	222,947.00
Evers, Henry Clint	Battalion Chief	172,063.00
Evers, Joshua	Firefighter	51,576.00
Faulks, Jessica	Firefighter	123,568.00
Harnois, Brian	Battalion Chief	156,421.00
Hintze, James	Firefighter	71,304.00
Imbimbo, Paul	Deputy Chief	203,422.00
Jenks, Kenneth	Battalion Chief	156,241.00
Kidd, Colin	Firefighter	58,152.00
Kidd, Tyler	Firefighter	58,152.00
Lemons, Matthew	Lieutenant-Inspector	142,154.05
Locke, Richard	Battalion Chief	172,063.00
Mammone, Michael	Lieutenant	139,026.00
Melick, William	Firefighter	58,152.00
Nichols, Dwight	Firefighter	123,568.00
Palmer, Jerome Jr.	Firefighter	58,152.00
Papa, Nicholas	Firefighter	64,728.00
Penn, Thomas	Firefighter	126,348.00
Pignatello, James	Firefighter	123,568.00
Tavis, Brian	Lieutenant	139,026.00
Tomich, Michael	Firefighter	45,000.00
Villalobos, Carlos	Firefighter	77,880.00
Villalobos, Sergio	Firefighter	71,304.00
Zagorski, William	Firefighter	71,304.00
<b>Total Fire Salaries</b>		<b>\$3,430,075.05</b>

## January 2026 Police Department Salaries

Employee Name	Title	Total
Alesandro, Michael	Police Officer	91,118.00
Brunetto, John	Sergeant	154,786.00
Bueno, Nathan	Police Officer	57,522.00
Buntin, Matthew	Sergeant	154,786.00
Caraballo, Crystallie	Police Officer	75,567.00
Castillo-Tejeda, Yeriel	Police Officer	61,933.00
Cavanagh, Brian	Police Officer	55,000.00
Correa, Ashley	Police Officer	68,484.00
Daly, Charles	Lieutenant	172,320.00
Deets, Jeffrey	Lieutenant	162,525.00
DeFilippis, Donald	Police Officer	\$137,129.00
DeMetro, Mark	Police Officer	97,992.00
Eriksen, Christian	Sergeant	156,086.00
Franchino, Leonard	Police Officer	99,492.00
Freeman, R Michael	Police Officer	152,081.00
Garcia, Ivan	Police Officer	57,522.00
Garcia, Jonathan	Captain	193,335.00
Garita, Ruddy	Sergeant	143,605.00
Gedeon, Edwige	Police Officer	74,067.00
Gloss, Elson	Police Officer	57,522.00
Kotiga, David	Police Officer	137,129.00
Kroeger, Ryan	Police Officer	57,522.00
Kwiatek, Keith	Police Officer	137,029.00
Lawal, Babatunda	Police Officer	83,934.00
Lindo, Errol	Police Officer	61,933.00
Ludena, Henry	Police Officer	135,529.00
Lukacsko, Dennis	Police Officer	72,567.00
Manna, Anthnoy	Police Officer	57,522.00
Maggiulli, Kathleen	Sergeant	154,786.00
McDermott, Gerald	Police Officer	135,529.00
Medina, Christopher	Captain	193,335.00
Ortiz, Edwardo	Police Officer	61,933.00
Peer, Jeffrey	Sergeant	170,264.00
Peters, Ryan	Chief	222,335.00
Pons, Robert	Police Officer	61,933.00
Pyzik, Anthony	Police Officer	92,618.00
Quimi, Shirley	Police Officer	66,884.00
Ramos, Johnathan	Police Officer	72,567.00
Reinecke, Jeffrey	Police Officer	72,567.00
Rich, Thomas	Lieutenant	178,778.00
Rivera, Ian	Police Officer	72,567.00
Robertson, Charles	Lieutenant	162,525.00
Scarpello, Collin	Sergeant	142,305.00
Siragusa, Elio	Police Officer	57,522.00
Sliker, Darin	Police Officer	75,567.00
Stanek, Ryan	Sergeant	154,786.00
Tesorio, AJ	Police Officer	89,618.00
Thompson, Sean	Police Officer	96,492.00
Uanis, Adam	Police Officer	91,118.00
Walsh, Christopher	Police Officer	78,251.00
Watson, Rodney	Police Officer	149,081.00

Total Police Salaries      \$5,620,398.00

## January 2026 Administrative Salaries

	Employee Name	Title	Total
Admin	Baldwin, Tammie	Treasurer/CFO/City Administrator	\$221,000
Admin	Champney, Megan	Human Resources Manager	\$121,636
Admin	Hoff, Jennifer	Chief Comm Officer	\$125,000
Admin	Perez-Santalla, Deborah	Staff Assistant I	\$61,138
Admin	Trindell, Megan	Communications Specialist	\$54,288
Clerk	Green, Shanae	Administrative Assistant	\$51,600
Clerk	Kotiga, Nicole	Deputy City Clerk	\$77,424
Clerk	Licatese, Rosalia	City Clerk	\$165,145
Law	Santore, August	P/T Public Defender	\$15,454
Law	Brightman, Richard	P/T Prosecutor	\$42,009
Treas	Garzon, Leiza	Assistant City Treasurer	\$90,426
Treas	Glock, Lisa	Senior Payroll Clerk	\$74,494
Treas	Kobliska, Jennifer	Director of Finance	\$162,500
Treas	Marino, Michael	P/T Staff Asst. II	\$35,556
Treas	Matisak, Natasha	Qualified Purchasing Agent	\$84,769
Tax	Dougherty, Patricia	Tax Collector	\$108,470
Tax	Lake, Elsa	Deputy Tax Collector	\$79,765
Assr	O'Connor, Timothy	Tax Assessor	\$134,137
Assr	Shapiro, David	Deputy Tax Assessor	\$87,978
Police	Griffiths, Nicole	Administrative Manager	\$85,675
Police	Karsen, Lauren	Administrative Assistant	\$79,693
Police	Luther, Danielle	Records Clerk II	\$76,568
Police	Ortman, Jennifer	Records Clerk II	\$71,872
Fire	Thomas-Pierce, Sharlynn	Office Manager	\$62,991
DCS	Caputo, Michael	Public Works Superintendent	\$127,427
DCS	Dal'Maso, Augusto	Land Use Manager	\$99,075
DCS	Rillo, Rachel	Office Manager	\$60,324
DCS	Schrager, Aaron	Director of Engineering & Public Works	\$209,322
DCS	Sands, Jessica	Land Use Assistant/Bd Secretary	\$54,786
DCS	Velez, Sueling	P/T Staff Asst	\$37,357
DCS	Brown, Venus	Staff Assistant II	\$49,597
Engr	Salama, Kirolos	Engineering Assistant	\$76,430
Code	Dornbierer, Roger	Zoning Officer	\$95,000
Code	Kolbeck, Karen	Staff Assistant II	\$69,378
Code	Landaverde, Chris	PT Property Maintenance Inspector	\$45,240
Code	Nicola, Christopher	Asst. Zoning Officer	\$83,228
DCP	Guida, David D	Asst. Director, DCP	\$101,603
DCP	Holenstein, Christopher	Asst. Director, DCP	\$124,596

<https://cityofsummit.sharepoint.com/sites/financeshare/Shared%20Documents/Finance%20Shared%20Files/PAYROLL/increases%20and%20resolutions/2026/2026%20January%20salaries%20admin%20resolution>

DCP	Russell, Jaden	Program Aide	\$50,346
DCP	Ushakova, Yelena	Program Aide	\$50,346
DCP	Masterfano, Gretchen	Senior Coordinator	\$83,100
DCP	Ozoroski, Mark	Director DCP	\$170,664
Health	Mauro, N Gayle	Registrar Vital Statistics	\$99,130
Health	Sanchez, Samantha	Deputy Reg Vital Stats	\$75,285
Court	DeMassi, John	P/T Judge	\$45,934
OEM	Houck, Joseph	OEM Coordinator	\$26,988
UCC	Daniels, William	P/T Building Insp	\$60,000
UCC	Driscoll, Brady	P/T Plumbing Insp	\$80,979
UCC	Delizio, Eric	P/T Electrical Insp	\$89,906
UCC	Estrin, Lilya	Technical Assistant	\$76,009
UCC	Flores, Reinaldo	Lead Insp/Property Maint	\$67,238
UCC	Ghetti, Donna	Technincal Assistant	\$76,009
UCC	Linden, Kristen	Lead TACO	\$80,000
UCC	Maritato, Ralph	Construction Official/Chief Inspector	\$158,473
UCC	Mendola, Leonard	Bldg Inspector/Plan Reviewer	\$126,691
UCC	Redstone, John	Fire Inspector/Fire SubCode	\$82,330
Parking	Fortune, Wanda	Enforcement Officer	\$69,377
Parking	Sawicki, Nicole	Parking Services Director	\$103,835
Parking	Huang, Sandra	P/T Bookkeeper	\$33,781
Parking	Tolve, James	P/T Collections Assistant	\$24,288
Parking	Florio, John	Collections Assistant	\$48,846
Parking	Tolve, John	Enforcement Officer	\$48,846
Parking	Piana, Mary	Ambassadors	\$25,470
Parking	Ciallella, Angela	Administrative Assistant	\$57,588
Parking	Aparicio, Jose	P/T Enforcement Officer	\$28,931
Parking	Delduca, Nicholas	P/T Maint Worker	\$22,604
Parking	Ortman, Brittany	Staff Assistant II	\$49,587
Parking	Dias, Jessica	Staff Assistant II	\$44,436
B&G	Blanco, Eugenio	P/T Custodian	\$20,852
B&G	Torres, Kevin	P/T Custodian	\$26,623
<b>Total Adminisitrative Salaries</b>			<b>\$5,507,443</b>

Resolution (ID # 12089)  
January 6, 2026

**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 the City's Municipal Code Chapter 2, Administration, Section 2-82, Procedure in Connection with the Payment of Bills and Claims Against the City and the City's adopted Purchasing Manual.

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

Dated: January 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk

Resolution (ID # 12090)  
January 6, 2026

**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 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk



**Finance Committee**  
CA - Finance/Personnel  
[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 01/06/26 07:30 PM

## RESOLUTION (ID # 12090)

DOC ID: 12090

TO: Mayor and Common Council  
FROM: Tammie Baldwin, CFO/City Administrator  
DATE:

The Cash Management Plan has been amended for 2025 to include more defined language with regard to Certificates of Deposit Investments and the Procurement Cards Program. Additionally, sections have been added for the following: Procedures for the receipt of monies, Procedures for the disbursement of funds, Credit cards/debit cards and electronic payments, and Policies regarding the amount to be invested and obtaining rates. There are other minor revisions included in this document as well.

# City of Summit



## 2026 Cash Management Plan



# City of Summit Cash Management Plan

Approved January 6, 2026

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## 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 ensure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to ensure 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. All investments shall be made on a competitive basis insofar as practicable.

### 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**
- 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**
- Clerk Credit Card Account**
- Community Development Account**
- Dog License Account**
- Electronic Receipts Account**
- Escrow Account**

**Federal Forfeiture Account**  
**Fire Prevention Account**  
**Forfeiture Funds Account**  
**Health Credit Card Account**  
**Library Credit Card Account**  
**Municipal Court Credit Card Fee Account**  
**Municipal Court General Account**  
**Municipal Court Special Bail Account**  
**Parking Utility Credit Cards Account**  
**Payroll Account**  
**Payroll Deductions Account**  
**Petty Cash Funds**  
**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 and shall thereafter be relieved of any liability for loss of such moneys due to insolvency or closing of any depository designated by, or the decrease in value of any investment authorized by the Cash Management 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.

**IV. DESIGNATION OF DEPOSITORYES**

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. The Chief Financial Officer may designate other institutions by amending this plan during the period of this plan, as deemed necessary for successful accomplishment of the plan objectives.

**WELLS FARGO**  
**CITIZENS BANK**  
**BANK OF AMERICA**  
**J. P. MORGAN CHASE BANK**  
**STATE OF NJ CASH MANAGEMENT FUND**  
**NJ ASSET & REBATE MANAGEMENT**  
**TD BANK**  
**PNC 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.

**V. 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.

**None designated at this time**

**VI. 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.

(9) Certificates of Deposit in accordance with the following conditions:

- (a) The funds are initially invested through a public depository as defined in Section 1 of P.L. 1970, c.236 (C.17:9-41) and
- (b) The designated public depository arranges for the deposit of the funds in certificates of deposit in one or more federally insured banks or savings and loan associations, for the account of the local unit.
- (c) 100% of the principal and accrued interest of each certificate of deposit is insured by the Federal Deposit Insurance Corporation.
- (d) The designated public depository acts as custodian for the local unit with respect to the certificates of deposit issued for the local unit's account and,
- (e) At the same time that the local unit's funds are deposited, and the certificates of deposit are issued, the designated public depository receives an amount of deposits from customers of other banks and savings and loan associations, wherever located, equal to the amount of funds initially invested by the local unit through the designated public depository.

B. Any investment instruments in which the security is not physically held by the local unit shall be covered by a third party custodial agreement which shall provide for the designation of such investments in the name of the local unit and prevent unauthorized use of such investments.

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.

Any official involved in the designation of depositories or in the authorizations for investments as permitted pursuant to section 8 of P.L. 1977, c.396 (C:40A:5-15,1), or any combination of the preceding, or the selection of an entity seeking to sell an investment to the local unit who has a material business or personal relationship with that organization shall disclose that relationship to the governing body of the local unit and to the Local Finance Board or a county or a municipal ethics board, as appropriate.

## **VII. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT 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 ensure 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. PROCEDURES FOR THE RECEIPT OF MONIES**

All monies collected or received from any source by or on behalf of the City of Summit shall be deposited within forty eight (48) hours of receipt to the designated bank in accordance with N.J.S.A. 40A: 5-15. Further, all monies shall be placed in a secured place until forwarded for deposit. No department, division or agency shall engage in the practice of cashing checks of any kind with public funds.

The Chief Financial Officer shall:

- A. Ensure that all monies deposited are in interest bearing accounts.
- B. Ensure that each of the various accounts for which there is a separate bank statement is reconciled with that bank statement on a timely basis.

## **IX. PROCEDURES FOR DISBURSEMENT OF FUNDS**

- A. Payments shall be prepared by the Finance Office and submitted by the Chief Financial Officer to the Mayor and Council for their approval.
- B. No municipal funds shall be disbursed by the Chief Financial Officer prior to approval of the City of Summit, except for:
  - 1. Debt Service payments
  - 2. Payroll turnover from various accounts
  - 3. Tax payments to Union County and Summit Board of Education

- 4. Purchases made by Procurement Cards
- 5. Payments deemed necessary by the Chief Financial Officer
  
- C. The above exceptions shall be reported on the Bills List for review by Council at the next council meeting.
  
- D. In accordance with N.J.S.A. 40A: 5-16 (C) and N.J.A.C. 5:30 9A.6, the City of Summit will not require Claimant Certifications for the following:
  - 1. Payment of utility bills including but not limited to, fuel, gas, electric, water and telephone.
  - 2. Previously approved contract and lease payments.
  
- E. Claimant Certifications will be required where deemed necessary and appropriate by the Chief Financial Officer.

**X. POLICIES REGARDING THE AMOUNT TO BE INVESTED AND OBTAINING RATES**

It shall be the responsibility of the Chief Financial Officer to analyze the cash flow and to invest funds in legal investments, with consideration of preservation of capital, liquidity, current and historical investment returns, diversification, maturity requirements, costs, and fees, and when appropriate, policies of investment instrument administrators. The Chief Financial Officer will observe the following guidelines.

- A. With regard to obtaining interest on the various investment pools from banks, savings banks, community banks and other depository institutions listed in Section IV above, the Chief Financial Officer shall attempt to obtain a minimum of three quotes and shall invest at the institutions offering the highest effective rate. If such investment together with all other deposits of the City of Summit in said institution exceeds the FDIC limit, then the institution must be covered by a current Government Unit Deposit Protection Act (GUDPA) certificate.
- B. The Chief Financial Officer shall determine which type of legal investment will best serve the needs of the City and is authorized to place funds in any legal investment unless otherwise restricted by law or the governing body.
- C. The Chief Financial Officer is authorized to contract the services of a Financial Advisor, as needed.
- D. The Chief Financial Officer shall develop procedures to ensure internal controls are adequate to safeguard the City of Summit funds.
- E. The amount invested should be limited to idle funds, as determined by the Chief Financial Officer. (The amount of funds remaining after forecasting and calculating bills to be paid, less compensating balance requirements are considered idle funds.)
- F. For investments in any single bond anticipation note, temporary note, special emergency note, tax anticipation notes or other notes being sold by a municipality, county, board of education or fire district, which exceeds \$1m the receiving agency should have an underlying bond rating from a nationally recognized statistical rating agency (e.g., Standard & Poor, Moody's, or Fitch) equivalent to AA or higher.

## **XI. PROCUREMENT CARDS PROGRAM**

The City of Summit Purchasing Card will be established to provide a convenient method to purchase goods and services. Only purchasing cards issued by a bank or major credit card provider with generally pre-established credit limit can be utilized.

N.J.S.A. 40A:5-16(c) and N.J.S.A. 5:30-9A; establishes specific circumstances which qualify for the use of a procurement card and are as follows:

- A. Comparable pricing is not otherwise obtainable for goods and services to be available at the time and place required.
- B. The costs of the purchases is comparable to the cost available from other vendors who can provide the required goods and services in a timely manner.
- C. The vendor requires immediate payment AND the Chief Financial Officer, has approved such use for a purchase from a particular vendor for a particular item.
- D. Purchase is from a “big box” or other store that does not accept vouchers, purchase orders or checks.

The City of Summit Procurement Card Policies and Procedures will be adopted and revised as necessary and/or required by law.

Procurement Cards will not change or eliminate any provision of the Local Public Contracts Law and will be administered in accordance with the rules enumerated in N.J.S.A. 40A:5-16 (c) notwithstanding the provisions of N.J.S.A. 40A5 – 16 (a) or N.J.A.C. 5:30-9A. 1 et seq.

Limits on Procurement Cards will be established by individuals/title, amount, time and category of usage permissible. An authorized procurement card user is prohibited from using the Procurement Card to conduct personal business or for any circumstance that is not authorized in N.J.S.A. 40:A5-16 (C) or N.J.A.C. 5:309A.1.

## **XII. CREDIT CARDS/DEBIT CARDS AND ELECTRONIC PAYMENTS**

- A. N.J.S.A. 40A:5-43 et seq. and N.J.S.A. 2B:1-5 respectively provide for municipal courts and municipal agencies to be authorized to establish a system to accept electronic payments such as court imposed obligations, or other valid municipal charges; including but not limited to the following municipal charges; Alarm Registrations, Animal Licensing Fees, Clerk Licensing and Permitting Fees, Community Programs Participation Fees, Donation Fees, Parking Services Fees, Department of Community Services Fees.
- B. All systems established for the receipt of electronic payments are subject to the rules established by the Director of the Division of Local Government Services and the Rules of Court which are further delineated by Rule 7:14-4(c) which authorizes municipal courts to accept electronic payments and N.J.A.C. 5:30-9.1 et seq. which are established by the Division of Local Government Services providing guidelines for local governments use and receipt of electronic payments.

- C. Definitions applied when utilizing electronic devices are in accordance with the definitions found in N.J.A.C. 5:30-9-2.
- D. Prior to any municipal agency utilizing a method of electronic payments, the Chief Financial Officer must have evaluated the process to ensure compliance with the rules and regulations and approved the accounting and control procedures to be utilized.

### **XIII. REPORTING REQUIREMENTS**

On or as close to 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.
- C. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- D. The class or type of securities purchased, or Deposits made.
- E. The book value of such Deposits or Permitted Investments.
- F. 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.
- G. The fees incurred to undertake such Deposits or Permitted Investments.
- H. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- I. All other information which may be deemed reasonable from time to time by the governing body.

### **XIV. TERM OF PLAN**

This Plan shall be in effect from January 1, 2026, to December 31, 2026. 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. The Cash Management Plan of the City of Summit shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A: 5-4.

Resolution (ID # 12091)  
January 6, 2026

### **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:

Citizens 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 Court Judge or in his absence, the Municipal Court Administrator or in her absence the Deputy Municipal Court Administrator assigned to handle Summit Municipal Court matters in the shared municipal court, are hereby authorized and empowered to sign all checks and all withdrawals upon the following depositories:

Citizens 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:

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 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk

Resolution (ID # 12092)  
January 6, 2026

**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:

<b><u>Department</u></b>	<b><u>Custodian</u></b>	<b><u>Amount</u></b>
Community Programs	Mark Ozoroski	\$150.00
Finance	Tammie L. Baldwin	\$200.00
Police	Ryan Peters	\$200.00
	<b>Total</b>	<b>\$550.00</b>

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:

<b><u>Department</u></b>	<b><u>Custodian</u></b>	<b><u>Amount</u></b>
Parking Services	Nicole Sawicki	\$200.00

Dated: January 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk



**Finance Committee**

CA - Finance/Personnel

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

Meeting: 01/06/26 07:30 PM

## **RESOLUTION (ID # 12092)**

DOC ID: 12092

TO: Mayor and Common Council

FROM: Tammie Baldwin, CFO/City Administrator

DATE:

This resolution establishes Petty Cash amounts for 2026.

**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 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 Citizens 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 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk

Resolution (ID # 12094)  
January 6, 2026

**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, 2026, 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 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk

Resolution (ID # 12095)  
January 6, 2026

### **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, 2026 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 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk

Resolution (ID # 12096)  
January 6, 2026

**AUTHORIZE CANCELING OF MUNICIPAL, SEWER UTILITY TAXES AND SPECIAL ASSESSMENT 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 Taxes and Special Assessment credits 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 Taxes and Special Assessment credits 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 Taxes and Special Assessment credits 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 Taxes and Special Assessment credits or delinquencies of less than Ten Dollars (\$10.00) during the calendar year 2026, in accordance with N.J.S.A. 40A:5-17-1.

Dated: January 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk

**AUTHORIZE QUALIFIED PURCHASING AGENT PARTICIPATION WITH AND  
PURCHASING FROM NEW JERSEY STATE CONTRACT, APPROVED COOPERATIVE  
PRICING SYSTEMS, AND NATIONAL COOPERATIVE CONTRACTS**

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

1. That the City of Summit, through its Qualified Purchasing Agent, is hereby authorized and directed to participate in the purchase of any goods or services under contracts entered into on behalf of the State of New Jersey Division of Purchase and Property or State of New Jersey approved cooperative pricing system pursuant to N.J.S.A. 40A:11-12.a, or national cooperative contract pursuant to N.J.S.A. 52:34-6.2, without the necessity of public bidding as permitted by law.
2. That upon review, verification, and acceptance of all required information, terms, and conditions of any contracts entered into on behalf of the State of New Jersey Division of Purchase and Property or State of New Jersey approved cooperative pricing system, and confirmation of availability of funds from the City Treasurer/CFO at the time of purchase, the Qualified Purchasing Agent, through this resolution, is hereby authorized to approve purchases from such contracts pursuant to N.J.S.A. 40A:11-12.a, including purchases in amounts that do not exceed the bid threshold individually but when considered together may cause the aggregate for any one general commodity or under any one specific contract to exceed the bid threshold during the budget year for the following: cleaning products; computer equipment, software, and hardware; electrical, plumbing or HVAC parts, maintenance and service; generators and generator parts, maintenance and service; fuel including but not limited to diesel, gasoline, heating oil, and propane; office supplies, equipment, and furniture; road materials including but not limited to asphalt, concrete, sand, and stone; snow removal materials including but not limited to rock salt and calcium chloride; vehicles and equipment; vehicle and equipment parts, maintenance, and service; walk-in building supplies pursuant to N.J.S.A. 40A:11-9.a.
3. That upon review, verification, and acceptance of all required information, terms, and conditions of any contracts entered into on behalf of the State of New Jersey Division of Purchase and Property or State of New Jersey approved cooperative pricing system, and confirmation of availability of funds from the City Treasurer/CFO, any single purchase of goods or services from such contracts which will exceed the bid threshold will be presented individually for award by resolution of the governing body in accordance with N.J.S.A. 40A:11-12.a and N.J.S.A. 40A:11-4.a.
4. That upon review, verification, and acceptance of all required information, terms, and conditions of a national cooperative contract, and confirmation of availability of funds from the City Treasurer/CFO, the Qualified Purchasing Agent, through this resolution, is hereby authorized to approve purchases from such contracts any purchase of goods or services from a national cooperative contract that will not exceed the bid threshold pursuant to N.J.S.A. 52:34-6.2 and N.J.S.A. 40A:11-9.a.
5. That upon review, verification, and acceptance of all required information, terms, and conditions of a national cooperative contract, and confirmation of availability of funds from the City Treasurer/CFO, any purchase of goods or services, individually or in the aggregate during the budget year, from a national cooperative contract that will exceed the bid threshold will be presented individually for award by resolution of the governing body in accordance with N.J.S.A. 52:34-6.2 and N.J.S.A. 40A:11-4.a.

Dated: January 6, 2026

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 Tuesday evening, January 6, 2026.

City Clerk

# THE CITY OF SUMMIT

CORRESPONDENCE

## NEW JERSEY

CITY HALL 512 SPRINGFIELD AVENUE SUMMIT, NJ 07901

January 6, 2026

The Common Council  
City Hall  
Summit, NJ 07901

Dear Members of Council:

The following appointments, effective January 6, 2026, require your confirmation, which is respectfully requested:

<b>Arts Committee, Mayor's Partnership for Public Art/Summit</b>	<b>Term Length</b>	<b>Term Expiration</b>	
Vivian Furman Resident Member #06 of 18	<i>Re-appointed</i>	3 years	12/31/2028
Valerie Flax Resident Member #15 of 18	<i>Newly Appointed (unexp. G. Robson)</i>	3 years	12/31/2026
Megan Gaeta Resident Member #16 of 18	<i>Newly Appointed (unexp. J. Lasaracina)</i>	3 years	12/31/2026
Amanda McConnon Resident Member #17 of 18	<i>Re-appointed</i>	3 years	12/31/2028
Summit Downtown Inc. Rep. ( <i>L. Herman</i> )	<i>Re-appointed SDI chooses Rep.</i>	1 year	12/31/2026
Visual Arts Center f NJ ( <i>R. Tramposch</i> )	<i>Re-appointed VACNJ chooses Rep.</i>	1 year	12/31/2026
Aaron Schrager DCS Representative	<i>Re-appointed</i>	1 year	12/31/2026
Unfilled (exp. <i>S. Nash</i> ) Resident Member #02 of 18	<i>Re-appointed</i>	3 years	12/31/2028
Unfilled (exp. <i>G. Spielberg</i> ) Resident #03 of 18		3 years	12/31/2028
Unfilled (exp. <i>C. Abruzzo</i> ) Resident Member #08 of 18		3 years	12/31/2028
Vacancy (unexp. <i>D. Hogan</i> ) Resident Member #09 of 18		3 years	12/31/2027
Vacancy (unexp. <i>D. Whipple</i> ) Resident Member #12 of 18		3 years	12/31/2026
Vacancy (unexp. <i>K. Elko</i> ) Resident Member #13 of 18		3 years	12/31/2026
Jaclyn Lasaracina Member - Council		1 year	12/31/2026
Elizabeth Fagan Mayor - Ex Officio		12/31/2027 (term of office)	

<b>Community Programs Advisory Board</b>		
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Jennifer Winters Resident-at-Large	<i>Re-appointed (unexp. S. Lenz)</i>	3 years	12/31/2027
Michael Dugan Member	<i>Re-appointed</i>	3 years	12/31/2028
Diane Gallo Senior Citizens Representative	<i>Re-appointed</i>	3 years	12/31/2028
Alex Levkov Member	<i>Re-appointed</i>	3 years	12/31/2028
Rick Carbone Resident-at-Large	<i>Newly Appointed (exp. Winters who moves to unexp. S. Lenz position)</i>	3 years	12/31/2028
Michelle Kalmanson Council Liaison		1 year	12/31/2026

<b>Health, Board of</b>		
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Amitha Kumar Member	<i>Re-appointed</i>	3 years	12/31/2028
Jill Rathyen Member	<i>Re-appointed</i>	3 years	12/31/2028
Mark Krell Member	<i>Newly Appointed (exp. H. Robinson)</i>	3 years	12/31/2028
Michelle Kalmanson Council Liaison		1 year	12/31/2026

<b>Homelessness in Summit, Mayor's Task Force</b>		
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Leah Griffith 2026 Chair	<i>Re-appointed</i>	1 year	12/31/2026
Leah Griffith, Summit Volunteer First Aid Squad Summit-based Non-profit Organization Representative #3	<i>Re-appointed</i>	1 year	12/31/2026
Mary Sheehan Cummins, Other Fellow First Foundation Summit-based Non-profit Organization Representative #1	<i>Re-appointed</i>	1 year	12/31/2026
Christopher Cotter, SHIP Summit-based Non-profit Organization Representative #2	<i>Re-appointed</i>	1 year	12/31/2026
Richard Uniacke, Bridges Outreach Summit-based Non-profit Organization Representative #4	<i>Re-appointed</i>	1 year	12/31/2026
Mark Yeager, Summit Foundation Summit-based non-profit Organization Representative #5	<i>Re-appointed</i>	1 year	12/31/2026
Amanda Block, Warm Hearts Summit-based Non-profit Organization Representative #6	<i>Re-appointed</i>	1 year	12/31/2026
Apollo Hrehorovich, GRACE Summit-based Non-profit Organization Representative #7	<i>Re-appointed</i>	1 year	12/31/2026

			<u>Term Length</u>	<u>Term Expiration</u>
<b><u>Homelessness in Summit, Mayor's Task Force</u></b>				
Peter Jacob, Family Promise Summit-based Non-profit Organization Representative #8	<i>Re-appointed</i>	1 year	12/31/2026	
Karen Olson, Family Promise Summit-based Non-profit Organization Representative #9	<i>Re-appointed</i>	1 year	12/31/2026	
<i>Unfilled</i> Summit-based Non-profit Organization Representative #10		1 year	12/31/2025	
Megan Avallone Board of Health Representative	<i>Re-appointed</i>	1 year	12/31/2026	
Crystal Marr Supt'd of Summit Public Schools Designee	<i>Re-appointed</i>	1 year	12/31/2026	
Susan Kaye Overlook Medical Center Representative	<i>Re-appointed</i>	1 year	12/31/2026	
Robin Tanner, Clergy Representative	<i>Re-appointed</i>	1 year	12/31/2026	
Lisa Allen Resident-at-Large #1 of 5	<i>Re-appointed</i>	1 year	12/31/2026	
Srivatsa Dattatreya Resident-at-Large #2 of 5	<i>Re-appointed</i>	1 year	12/31/2026	
Jessica Jett Resident-at-Large #3 of 5	<i>Re-appointed</i>	1 year	12/31/2026	
Erika Melchiorre Resident-at-Large #4 of 5	<i>Re-appointed</i>	1 year	12/31/2026	
Beverly Brown Resident-at-Large #5 of 5	<i>Re-appointed</i>	1 year	12/31/2026	
Josue Solano Summit Downtown Business Owner	<i>Re-appointed</i>	1 year	12/31/2026	
Harold Esquivel Business Owner-at-Large	<i>Re-appointed</i>	1 year	12/31/2026	
Eric Evers Fire Chief	<i>Re-appointed</i>	1 year	12/31/2026	
Captain Jonathan Garcia  Chief of Police Designee	<i>Re-appointed</i>	1 year	12/31/2026	
Jaclyn Lasaracina Council President Designee		1 year	12/31/2026	
Bob Pawlowski Safety/Health Committee Member	<i>Re-appointed</i>	1 year	12/31/2026	
Elizabeth Fagan Mayor – Ex Officio			12/31/2027	<i>term of office</i>
<b><u>Rent Commission</u></b>				
Brent Cromwell Member – Landlord Representative	<i>Re-appointed</i>	3 years	12/31/2028	
Lori Dahl Member - Public Representative	<i>Re-appointed</i>	3 years	*12/31/2027	
Eric Dziadzio Member – Tenant Representative	<i>Re-assigned</i> (was Alt 1., takes exp. L. Salcedo)	2 years	12/31/2026	

\*intentionally staggered, so all members' terms do not expire at the same time.

<u>Term Length</u>	<u>Term Expiration</u>
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**Rent Commission**

Unfilled ( <i>exp. K. Montgomery</i> ) Member – Public Representative		3 years	12/31/2028
LaTanya Marchell Member – Alternate 2	<i>Newly Appointed</i>	3 years	*12/31/2027
Yasmeen Medina Member – Public Representative	<i>Re-appointed</i>	3 years	12/31/2028
Kristen Peka Member – Alternate 1	<i>Newly Appointed</i> ( <i>exp. E. Dziadzio who moved to F Full Tenant Representative</i> )	2 years	12/31/2027
Jamel Boyer Council Liaison		1 year	12/31/2026

\*intentionally staggered, so all members' terms do not expire at the same time.

<u>Term Length</u>	<u>Term Expiration</u>
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**Technology Advisory Committee**

James Frackoviak Citizen-at-Large	<i>Re-appointed</i>	2 years	12/31/2027
David Kristol Citizen-at-Large	<i>Re-appointed</i>	2 years	12/31/2027
Nirupama Mallavarupu Citizen-at-Large	<i>Re-appointed</i>	2 years	12/31/2027
Danielle Mirliss Citizen-at-Large	<i>Re-appointed</i>	2 years	12/31/2027
Andrew Bush Citizen-at-Large		1 year	12/31/2026
Pritam Dodejaa Citizen-at-Large	<i>Re-appointed</i>	1 year	12/31/2026
John Pignata Citizen-at-Large	<i>Re-appointed</i>	1 year	12/31/2026
Ryan Schafer Citizen-at-Large		1 year	12/31/2026
Tammie Baldwin City Administrator	<i>Re-appointed</i>	Indefinite	12/31/2026
Dan Crisafulli Member - Council		1 year	12/31/2026
Elizabeth Fagan Member – Mayor (Ex Officio)			12/31/2027 (term of office)

The following appointments, effective January 6, 2026, do not require your confirmation, however, are being provided for your information:

<u>Term Length</u>	<u>Term Expiration</u>
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**Community Development Revenue Sharing Committee**

May Abraham Fridel Full Member	<i>Re-appointed</i>	1 year	12/31/2026
David Guida, Jr. Alternate	<i>Re-appointed</i>	1 year	12/31/2026

			<u>Term Length</u>	<u>Term Expiration</u>
<b><u>Emergency Management Council</u></b>				
James Rath Annex Coordinator – Emergency Medical Services	<i>Newly Appointed (unexp. L. Benevento)</i>	2 years		12/31/2026
Matthew Lemons Annex Coordinator – Fire & Rescue	<i>Newly Appointed (unexp. P. Imbimbo)</i>	2 years		12/31/2026
<b><u>Environmental Commission</u></b>				
Donna Goggin Patel Chair	<i>Re-appointed as Chair</i>	1 year		12/31/2026 <i>Membership term expires 12/31/2027</i>
Planning Board Representative ( <i>Ryan Felmet</i> )	<i>Newly Appointed (replaces P. Formichelli)</i>	1 year		12/31/2026
Sunil Garg Member	<i>Newly Appointed (unexp. D. Crisafulli)</i>	3 years		12/31/2026
Francie Cho Member – Alternte 2	<i>Re-appointed</i>	2 years		12/31/2027
Jeffrey Hankinson Member	<i>Re-appointed</i>	3 years		12/31/2028
John Kilby Shade Tree Advisory Representative	<i>Re-appointed</i>	1 year		12/31/2026
Siddhartha Oberoi Member – Alternate 1	<i>Newly Appointed (exp. L. Mendenhall)</i>	2 years		12/31/2027
Dan Crisafulli Council Liaison		1 year		12/31/2026
<b><u>Library Board of Trustees</u></b>				
Christina Amundson Mayor's Alternate	<i>Re-appointed</i>	1 year		12/31/2026
Julie McTernan Member	<i>Newly Appointed (exp. J. Fleischmann)</i>	5 years		12/31/2030
John Arthur Member	<i>Newly Appointed (unexp. R. Simon)</i>	5 years		12/31/2029
Jill Mills Board of Education Representative – Superintendent's Alternate	<i>Re-appointed</i>	1 year		12/31/2026
Jaclyn Lasaracina Council Liaison		1 year		12/31/2026
<b><u>Planning Board</u></b>				
Ryan Felmet Full Member – Class IV	<i>Re-appointed</i>	4 years		12/31/2029
Delia Hamlet Mayor's Designee - Class I	<i>Newly Appointed (replaces Mayor Fagan)</i>	1 year		12/31/2026
Peter Lijo Full Member - Class IV	<i>Re-appointed</i>	4 years		12/31/2029
John Staunton Alt. II - Class IV	<i>Re-appointed</i>	2 years		12/31/2027
Augusto Dal'Maso Member - Class II	<i>Re-appointed</i>	1 year		12/31/2026
Dan Crisafulli Member - Council - Class III		1 year		12/31/2026

			<u>Term Length</u>	<u>Term Expiration</u>
<b><u>Police Athletic League Advisory Board (PAL)</u></b>				
Megan Child Member	<i>Re-appointed</i>	3 years	12/31/2028	
Stacy Donk Member	<i>Newly Appointed (exp. M. Gormley)</i>	3 years	12/31/2028	
Eric Hill Member	<i>Newly Appointed (exp. S. Henry)</i>	3 years	12/31/2028	
Steven Palumbo Member	<i>Newly Appointed (exp. C. Vicari)</i>	3 years	12/31/2028	
Elizabeth Fagan Mayor - Ex Officio		4 years	12/31/2027 <i>term of office</i>	

Sincerely,



Dr. Elizabeth Fagan, Mayor



**Common Council of the City of Summit  
Organization Meeting Agenda for Tuesday, January 6, 2026  
7:30 PM**

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

**CALL TO ORDER BY CITY CLERK**

Mayor Fagan and Councilmembers Boyer, Kalmanson, Pawlowski and Toth will be seated at the Council dais. (*Councilmembers-elect Crisafulli, Landman and Lasaracina will be seated in the audience.*)

**ROLL CALL**

**PLEDGE OF ALLEGIANCE - CITY CLERK**

**INVOCATION**

- Pastor Blake Scalett – St. John’s Lutheran Church

**SWEARINGS-IN**

*Oaths will be administered by Mayor Elizabeth Fagan.*

**COUNCIL MEMBERS**

- Jaclyn Lasaracina, as Councilmember in the First Ward

*Will Ms. Lasaracina and anyone else she wishes, please come forward for her swearing in.  
(SWEAR IN) (CERTIFICATE PRESENTATION)*

- Chantal Landman, as Councilmember in the Second Ward

*Will Ms. Landman and anyone else she wishes, please come forward for her swearing in.  
(SWEAR IN) (CERTIFICATE PRESENTATION)*

- Dan Crisafulli, as Councilmember-at-Large

*Will Mr. Crisafulli and anyone else he wishes, please come forward for his swearing in.  
(SWEAR IN) (CERTIFICATE PRESENTATION)*

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

**ELECTION OF 2026 COUNCIL PRESIDENT**

City Clerk:

The first order of business will be the election of the President of the Common Council for 2026. Nominations are now in order.

**ELECTION OF 2026 PRESIDENT PRO TEM**

2026 President:

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

## **CERTIFICATES OF APPRECIATION**

- Presentation to members of the Summit High School Hilltop String Quartet – Mayor Fagan

## **STATE OF THE CITY ADDRESS - MAYOR**

- Council President calls on Mayor Fagan for her State of the City Address.

## **CEREMONIAL AWARDS**

- Presentation to Retiring Councilmember/2025 Council President Mike McTernan – by 2026 Council President
- Recognition of Retiring Councilmember Delia Hamlet – by 2026 Council President
- Recognition of Retiring Councilmember-at-Large Kevin Smallwood – by 2026 Council President
- Recognition of Retiring Volunteers – by Mayor Fagan and 2026 Council President

## **ANNOUNCEMENT OF 2026 APPOINTMENTS**

- Announcement of Appointments to 2026 Council Standing Committees and Board Liaisons and 2026 Council Board and Committee Appointments – by 2026 Council President
- Announcement of 2026 Mayoral Appointments – by Mayor Fagan

## **RESOLUTIONS**

*(Items are listed according to Council Committees. Unless otherwise indicated, or desired by Committee Chair, or should a Councilmember advise that they will be voting in the negative, all committee resolutions will be voted on at once.)*

## **CONSENT AGENDA**

### **LAW & LABOR**

(ID # 12075)	1. Approve Year 2026 Council Meeting Schedule
(ID # 12076)	2. Assign 2026 Council Committees and Establish, Mayor, Council and Staff Membership/Liaison and/or Assignment Appointments
(ID # 12077)	3. Establish Council Board, Committee, Etc. Appointments
(ID # 12078)	4. Confirm Mayor's Advice & Consent Appointments
(ID # 12079)	5. Designate News Media for Notices and Agenda
(ID # 12080)	6. Appoint 2026 Affirmative Action Officer and Public Agency Compliance Officer (P.A.C.O.)
(ID # 12081)	7. Appoint Americans with Disabilities Act (ADA) Coordinator
(ID # 12129)	8. Appoint 2026 Affordable Housing Administrative Agent
(ID # 12082)	9. Authorize City Engineer To Execute 2026 NJDEP, NJDOT, State of New Jersey & Union County Permit Applications on Behalf of The City

### **SAFETY & HEALTH**

(ID # 12260)	1. Appoint Crossing Guards for 2026-2027 School Year
(ID # 12084)	2. Appoint 2026 Municipal Humane Law Enforcement Officer

## **RESOLUTIONS (continued from page 2)**

### **FINANCE**

(ID # 12085)	1. Adopt Temporary Municipal Operating Budget
(ID # 12086)	2. Adopt Temporary Budget - Sewer Utility
(ID # 12087)	3. Adopt Temporary Budget - Parking Utility
(ID # 12088)	4. Authorize Annual Salaries
(ID # 12089)	5. Establish Procedure for Bill Payment, Materials, Receipt and Check Signing
(ID # 12090)	6. Authorize Cash Management Implementation Plan
(ID # 12091)	7. Authorize Bank Account Signatures
(ID # 12092)	8. Authorize Petty Cash
(ID # 12093)	9. Authorize Issuance of Bi-Weekly Payroll Via Direct Deposit
(ID # 12094)	10. Establish Interest Penalties on Delinquent Municipal & Sewer Utility Taxes and Special Assessments
(ID # 12095)	11. Authorize Annual Tax Sale
(ID # 12096)	12. Authorize Canceling of Municipal, Sewer Utility Taxes and Special Assessment of Less Than \$10.00
(ID # 12097)	13. Authorize Qualified Purchasing Agent Participation With and Purchasing From New Jersey State Contract, Approved Cooperative Pricing Systems, and National Cooperative Contracts

### **PUBLIC COMMENT**

*At this point in the meeting Council welcomes comments from any member of the public. Whenever an audience or Councilmember reads from a prepared statement, please provide a copy to the City Clerk at [cityclerk@cityofsummit.org](mailto:cityclerk@cityofsummit.org). To help facilitate an orderly meeting and to permit all to be heard, speakers shall limit their comments to 3 minutes.*

### **COUNCILMEMBER COMMENTS**

### **ADJOURNMENT**

### **CORRESPONDENCE**

- Letter - Mayor Fagan, re announcement of 2026 Mayoral Appointments

RECEIVED AND FILED