

1. 7:30 P.M. January 20, 2026 Council Meeting Agenda

Documents:

[**JANUARY 20, 2026 - AGENDA.PDF**](#)

2. 7:30 P.M. January 20, 2026 Council Meeting Agenda Packet

Documents:

[**JANUARY 20, 2026 - AGENDA PACKET.PDF**](#)



Common Council of the City of Summit

Closed Session Agenda for Tuesday, January 20, 2026

6:30 p m – 7:20 p m

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

ADEQUATE NOTICE

RESOLUTION – AUTHORIZE CLOSED SESSION

1. Collective Bargaining Matters - NJSA 10:4-12.B (4)
2. Purchase, lease or acquisition of property with public funds - NJSA 10:4-12.b (5)
3. Public safety tactics and techniques - NJSA 10:4-12.b (6)
4. Litigation and/or attorney-client privilege matters - NJSA 10:4-12.b (7)
 - Affordable Housing Update
 - Fair Share Housing Mediation Agreement
 - Redevelopment Litigation Update
 - Tatlock Community Preservation Association Litigation Update
5. Contract Negotiations (not collective bargaining) - NJSA 10:4-12.b (7)
6. Personnel and Appointments matters - NJSA 10.4-12.b (8)
 - Memo – R. Licatise, re Unfilled Appointments:
 - Mayor's Appointments:
(confirmation required)
 - *Arts Committee (7)
 - Homelessness Task Force (1)
 - Rent Commission (1)
(no confirmation required)
 - *Housing Authority (1)
 - Council Appointments:
 - Economic Development Advisory (1)
 - Free Market Steering Committee (1)
 - *Housing Authority (1)
 - Recycling Advisory Committee (1)
 - Shade Tree Advisory Committee (1)
 - Transportation Advisory Board, UC (1 Alt.)
 - Known for discussion
 - * Known for consideration

ADJOURN CLOSED SESSION



Common Council of the City of Summit

Regular Meeting Agenda for Tuesday, January 20, 2026 7:30 PM

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

ADMINISTRATIVE POLICIES & COMMUNITY RELATIONS COMMITTEE

Tuesday 4:30 pm – 5:00 pm *Virtual*
Boyer, Crisafulli, Baldwin, Licatese

CAPITAL PROJECT & COMMUNITY SERVICES COMMITTEE

Monday 12:00 pm – 1:30 pm *Large Conference Room*
Crisafulli, Landman, Baldwin, Schrager

COMMUNITY PROGRAMS & PARKING SERVICES COMMITTEE

Thursday 5:30 pm – 6:30 pm Virtual
Kalmanson, Boyer, Baldwin, Ozoroski, Sawicki

FINANCE COMMITTEE

Wednesday 12:30 pm – 2:00 pm Council Conference Room
Landman, Lasaracina, Toth, Mayor Fagan, Baldwin, Kobliska

LAW & LABOR COMMITTEE

Thursday 9:00 am – 10:00 am Virtual
Lasaracina, Pawlowski, Baldwin, Licatiese, Giacobbe, Kavanagh

SAFETY & HEALTH COMMITTEE (Police and Fire)

Tuesday 5:00 pm Large Conference Room
Pawlowski, Kalmanson, Mayor Fagan, Baldwin, Evers, Peters, Avallone

***** Committee meetings shall be conducted via video, teleconferencing or in-person at the discretion of the committee chair.***

(STAFF REMINDER: Please provide Committee Agendas for the Council President, City Administrator, and the Secretary for distribution on Wednesday.)

CALL TO ORDER

ADEQUATE NOTICE COMPLIANCE STATEMENT

Adequate notice of this meeting has been provided by the City Clerk's Office in the preparation of the Council Annual Meeting Notice, dated December 17, 2025, which was properly distributed and posted per statutory requirements.

Please be advised that the FIRE EXITS are to my RIGHT, your left, and at the BACK OF THE ROOM.

The City has a Listening System to assist the hearing impaired. If anyone needs hearing assistance, please obtain the system at the Dais and return it thereafter.

ROLL CALL

PLEDGE OF ALLEGIANCE

EXPLANATORY NOTE REGARDING CLOSED SESSION

A closed session meeting, as authorized by State statute, was announced and held prior to the start of this meeting and the known items for discussion were listed on the published Closed Session agenda.

EXPLANATORY NOTE REGARDING HEARINGS AND COMMENTS

Please be advised that council meetings are broadcast live on Comcast Channel 36 and Verizon Channel 30 and rebroadcast on Thursdays and Saturdays on HTTV on Comcast 36 and Verizon 33.

When invited to speak, please come to the lectern, clearly state your name and address, spell your last name, and speak into the podium microphone so that your comments can be understood by all and properly recorded. Whenever an audience or Council member reads from a prepared statement, please give or email a copy to the City Clerk's Office at cityclerk@cityofsummit.org. To help facilitate an orderly meeting and to permit all to be heard, please limit your comments to no more than 3 minutes in length.

Unless you are using an electronic device to follow the meeting agenda or need it for professional emergency contact purposes, please turn it off. Thank you.

(The following matters were known at agenda deadline. Other matters may arise thereafter that need timely consideration or reaction.)

APPROVAL OF MINUTES

- Regular and Closed Session Minutes of December 16, 2025
- Organization Meeting of January 6, 2026

REPORTS

- Mayor, City Administrator and Council President

HISTORICAL MINUTE

- Violet Johnson's Social Justice Work - Owen Siegel, Student, Summit High School

PRESENTATIONS

- Police Department - Crime Statistics Update - Ryan Peters, Chief of Police

RESOLUTIONS

*(Staff reports are attached as appropriate. Items are listed according to Council Committees, those in **italics** indicate secondary committee reference. Unless otherwise indicated, or desired by Committee Chair, or a Council member advises that they will be voting in the negative, all Committee resolutions may be voted on at once.)*

FINANCE

(ID # 12336)	1. Authorize Transfer of Appropriations - Operating Budget (<i>Roll Call Vote</i>)
(ID # 12319)	2. Establish Procedure Authorizing Special Tax Appeal Attorney to File Corrective Appeals, Counter Petitions and Counter Claims, and Stipulations of Settlement with the Union County Tax Board and the New Jersey Tax Court

CAPITAL PROJECTS & COMMUNITY SERVICES

(ID # 12323)	1. Authorize 2026 City Forester Services - Not to Exceed \$65,000.00
(ID # 12266)	2. Authorize 2026 Consultant Engineering Services - Boswell - Not to Exceed - \$100,000
(ID # 12332)	3. Authorize 2026 Consultant Engineering Services - Dynamic Traffic, LLC - Not to Exceed \$100,000.00
(ID # 12333)	4. Authorize 2026 Consultant Engineering Services - Mott MacDonald - Not to Exceed \$100,000.00
(ID # 12334)	5. Authorize 2026 Consultant Engineering Services - Neglia Group - Not to Exceed \$100,000.00
(ID # 12317)	6. Authorize 2026 Sewer Consultant Engineering Services - CP Engineers - Not to Exceed \$250,000.00
(ID # 12324)	7. Award Bid - Doremus Street Improvement Project - \$374,057.25
(ID # 12338)	8. Authorize Purchase of 2026 Chevrolet Silverado With Plow - NJ State Contract - \$62,629.88
(ID # 12368)	9. Confirm Mayor's Appointments - Arts Committee Members (<i>Pending Closed Session Discussion</i>)
(ID # 12367)	10. Appoint Housing Authority Members (<i>Pending Closed Session Discussion</i>)

CONSENT AGENDA

CAPITAL PROJECTS & COMMUNITY SERVICES

(ID # 12329)	1. Authorize Banner Display at Village Green - High School Theater Promotional Banner
(ID # 12066)	2. Authorize Submission of Revised Community Forestry Management Plan to the NJ Division of Parks and Forestry
(ID # 12331)	3. Accept Donation - Rapid Rectangular Flashing Beacon (RRFB) - Oak Knoll School

SAFETY & HEALTH

(ID # 12337)	Authorize Attendance - National Fire Academy - Executive Fire Officer Training
--------------	--

FINANCE

(ID # 12330)	1. Cancel 2025 Property Taxes and Refund Overpayment of 2025 Property Taxes/ Total Exempt Disabled Veteran
(ID # 12315)	2. Authorize Refunds - Department of Community Programs
(ID # 12339)	3. Authorize Refund of Property Use Escrow - Summit Downtown Inc. and Congregation Ohr Shalom
(ID # 12322)	4. Confirm Payment of Bills and Payroll - December 10 - 31, 2025
(ID # 12327)	5. Authorize Payment of Bills and Payroll \$1,699,987.30

PUBLIC COMMENTS

At this point in the meeting Council welcomes comments from any member of the public. Whenever an audience or Council member reads from a prepared statement, please provide a copy to the City Clerk at cyclerk@cityofsummit.org. To help facilitate an orderly meeting and to permit all to be heard, speakers are asked to limit their comments to 3 minutes.

COUNCIL MEMBERS' COMMENTS/NEW BUSINESS

ADJOURNMENT REGULAR MEETING

CLOSED SESSION (IF NEEDED AND AUTHORIZED)

EXPLANATORY NOTE REGARDING CORRESPONDENCE, STAFF & LIAISON REPORTS, AND GENERAL INFORMATION ITEMS

By end of business on Friday before the meeting, unless otherwise indicated, all items on the agenda are distributed to the Mayor, Council, City Administrator, City Treasurer and City Solicitor. Department Heads and the Press are advised via email that the official agenda is available for review on the City's website. An official "Board" copy is available for public inspection in the City Clerk's Office, the Summit Free Public Library reference desk and on the City's website. Oral reports and delayed distributions are noted as needed. Information that arrives after the agenda is completed and sent to the "distribution list" has only been provided to the Mayor, Council, City Administrator and affected Department Head(s).

GENERAL INFORMATION

Includes notices, letters copied to the city, ordinances & resolutions from other governing bodies, newsletters and minutes and reports from agencies, boards and commissions. Each item does not appear to require any discussion or action. (Copies of ordinances and resolutions from other governing bodies are not provided, but are available upon request.)

Minutes, Reports, etc. from the following:

1. Environmental Commission 2025 Annual Report
2. Summit Board of Education - Minutes of November 13, 2025

ORDINANCES AND RESOLUTIONS EXPLANATION:

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

Ordinances:

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

Resolutions:

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

City Clerk's Office



Common Council of the City of Summit

Closed Session Agenda for Tuesday, January 20, 2026

6:30 p m – 7:20 p m

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

ADEQUATE NOTICE

RESOLUTION – AUTHORIZE CLOSED SESSION

1. Collective Bargaining Matters - NJSA 10:4-12.B (4)
2. Purchase, lease or acquisition of property with public funds - NJSA 10:4-12.b (5)
3. Public safety tactics and techniques - NJSA 10:4-12.b (6)
4. Litigation and/or attorney-client privilege matters - NJSA 10:4-12.b (7)
 - Affordable Housing Update
 - Fair Share Housing Mediation Agreement
 - Redevelopment Litigation Update
 - Tatlock Community Preservation Association Litigation Update
5. Contract Negotiations (not collective bargaining) - NJSA 10:4-12.b (7)
6. Personnel and Appointments matters - NJSA 10.4-12.b (8)
 - Memo – R. Licatise, re Unfilled Appointments:
 - Mayor's Appointments:
(confirmation required)
 - *Arts Committee (7)
 - Homelessness Task Force (1)
 - Rent Commission (1)
(no confirmation required)
 - *Housing Authority (1)
 - Council Appointments:
 - Economic Development Advisory (1)
 - Free Market Steering Committee (1)
 - *Housing Authority (1)
 - Recycling Advisory Committee (1)
 - Shade Tree Advisory Committee (1)
 - Transportation Advisory Board, UC (1 Alt.)
 - Known for discussion
 - * Known for consideration

ADJOURN CLOSED SESSION



Common Council of the City of Summit

**Regular Meeting Agenda for Tuesday, January 20, 2026
7:30 PM**

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

ADMINISTRATIVE POLICIES & COMMUNITY RELATIONS COMMITTEE

Tuesday 4:30 pm – 5:00 pm *Virtual*
Boyer, Crisafulli, Baldwin, Licatese

CAPITAL PROJECT & COMMUNITY SERVICES COMMITTEE

Monday 12:00 pm – 1:30 pm *Large Conference Room*
Crisafulli, Landman, Baldwin, Schrager

COMMUNITY PROGRAMS & PARKING SERVICES COMMITTEE

Thursday 5:30 pm – 6:30 pm *Virtual*
Kalmanson, Boyer, Baldwin, Ozoroski, Sawicki

FINANCE COMMITTEE

Wednesday 12:30 pm – 2:00 pm *Council Conference Room*
Landman, Lasaracina, Toth, Mayor Fagan, Baldwin, Kobliska

LAW & LABOR COMMITTEE

Thursday 9:00 am – 10:00 am *Virtual*
Lasaracina, Pawlowski, Baldwin, Licatese, Giacobbe, Kavanagh

SAFETY & HEALTH COMMITTEE (Police and Fire)

Tuesday 5:00 pm *Large Conference Room*
Pawlowski, Kalmanson, Mayor Fagan, Baldwin, Evers, Peters, Avallone

***** Committee meetings shall be conducted via video, teleconferencing or in-person at the discretion of the committee chair.***

(STAFF REMINDER: Please provide Committee Agendas for the Council President, City Administrator, and the Secretary for distribution on Wednesday.)

CALL TO ORDER

ADEQUATE NOTICE COMPLIANCE STATEMENT

Adequate notice of this meeting has been provided by the City Clerk's Office in the preparation of the Council Annual Meeting Notice, dated December 17, 2025, which was properly distributed and posted per statutory requirements.

Please be advised that the FIRE EXITS are to my RIGHT, your left, and at the BACK OF THE ROOM.

The City has a Listening System to assist the hearing impaired. If anyone needs hearing assistance, please obtain the system at the Dais and return it thereafter.

ROLL CALL

PLEDGE OF ALLEGIANCE

EXPLANATORY NOTE REGARDING CLOSED SESSION

A closed session meeting, as authorized by State statute, was announced and held prior to the start of this meeting and the known items for discussion were listed on the published Closed Session agenda.

EXPLANATORY NOTE REGARDING HEARINGS AND COMMENTS

Please be advised that council meetings are broadcast live on Comcast Channel 36 and Verizon Channel 30 and rebroadcast on Thursdays and Saturdays on HTTV on Comcast 36 and Verizon 33.

When invited to speak, please come to the lectern, clearly state your name and address, spell your last name, and speak into the podium microphone so that your comments can be understood by all and properly recorded. Whenever an audience or Council member reads from a prepared statement, please give or email a copy to the City Clerk's Office at cityclerk@cityofsummit.org. To help facilitate an orderly meeting and to permit all to be heard, please limit your comments to no more than 3 minutes in length.

Unless you are using an electronic device to follow the meeting agenda or need it for professional emergency contact purposes, please turn it off. Thank you.

(The following matters were known at agenda deadline. Other matters may arise thereafter that need timely consideration or reaction.)

APPROVAL OF MINUTES

- Regular and Closed Session Minutes of December 16, 2025
- Organization Meeting of January 6, 2026

REPORTS

- Mayor, City Administrator and Council President

HISTORICAL MINUTE

- Violet Johnson's Social Justice Work - Owen Siegel, Student, Summit High School

PRESENTATIONS

- Police Department - Crime Statistics Update - Ryan Peters, Chief of Police

RESOLUTIONS

*(Staff reports are attached as appropriate. Items are listed according to Council Committees, those in **italics** indicate secondary committee reference. Unless otherwise indicated, or desired by Committee Chair, or a Council member advises that they will be voting in the negative, all Committee resolutions may be voted on at once.)*

FINANCE

(ID # 12336)	1. Authorize Transfer of Appropriations - Operating Budget (<i>Roll Call Vote</i>)
(ID # 12319)	2. Establish Procedure Authorizing Special Tax Appeal Attorney to File Corrective Appeals, Counter Petitions and Counter Claims, and Stipulations of Settlement with the Union County Tax Board and the New Jersey Tax Court

CAPITAL PROJECTS & COMMUNITY SERVICES

(ID # 12323)	1. Authorize 2026 City Forester Services - Not to Exceed \$65,000.00
(ID # 12266)	2. Authorize 2026 Consultant Engineering Services - Boswell - Not to Exceed - \$100,000
(ID # 12332)	3. Authorize 2026 Consultant Engineering Services - Dynamic Traffic, LLC - Not to Exceed \$100,000.00
(ID # 12333)	4. Authorize 2026 Consultant Engineering Services - Mott MacDonald - Not to Exceed \$100,000.00
(ID # 12334)	5. Authorize 2026 Consultant Engineering Services - Neglia Group - Not to Exceed \$100,000.00
(ID # 12317)	6. Authorize 2026 Sewer Consultant Engineering Services - CP Engineers - Not to Exceed \$250,000.00
(ID # 12324)	7. Award Bid - Doremus Street Improvement Project - \$374,057.25
(ID # 12338)	8. Authorize Purchase of 2026 Chevrolet Silverado With Plow - NJ State Contract - \$62,629.88
(ID # 12368)	9. Confirm Mayor's Appointments - Arts Committee Members (<i>Pending Closed Session Discussion</i>)
(ID # 12367)	10. Appoint Housing Authority Members (<i>Pending Closed Session Discussion</i>)

CONSENT AGENDA

CAPITAL PROJECTS & COMMUNITY SERVICES

(ID # 12329)	1. Authorize Banner Display at Village Green - High School Theater Promotional Banner
(ID # 12066)	2. Authorize Submission of Revised Community Forestry Management Plan to the NJ Division of Parks and Forestry
(ID # 12331)	3. Accept Donation - Rapid Rectangular Flashing Beacons (RRFB) - Oak Knoll School

SAFETY & HEALTH

(ID # 12337)	Authorize Attendance - National Fire Academy - Executive Fire Officer Training
--------------	--

FINANCE

(ID # 12330)	1. Cancel 2025 Property Taxes and Refund Overpayment of 2025 Property Taxes/ Total Exempt Disabled Veteran
(ID # 12315)	2. Authorize Refunds - Department of Community Programs
(ID # 12339)	3. Authorize Refund of Property Use Escrow - Summit Downtown Inc. and Congregation Ohr Shalom
(ID # 12322)	4. Confirm Payment of Bills and Payroll - December 10 - 31, 2025
(ID # 12327)	5. Authorize Payment of Bills and Payroll \$1,699,987.30

PUBLIC COMMENTS

At this point in the meeting Council welcomes comments from any member of the public. Whenever an audience or Council member reads from a prepared statement, please provide a copy to the City Clerk at cyclerk@cityofsummit.org. To help facilitate an orderly meeting and to permit all to be heard, speakers are asked to limit their comments to 3 minutes.

COUNCIL MEMBERS' COMMENTS/NEW BUSINESS

ADJOURNMENT REGULAR MEETING

CLOSED SESSION (IF NEEDED AND AUTHORIZED)

EXPLANATORY NOTE REGARDING CORRESPONDENCE, STAFF & LIAISON REPORTS, AND GENERAL INFORMATION ITEMS

By end of business on Friday before the meeting, unless otherwise indicated, all items on the agenda are distributed to the Mayor, Council, City Administrator, City Treasurer and City Solicitor. Department Heads and the Press are advised via email that the official agenda is available for review on the City's website. An official "Board" copy is available for public inspection in the City Clerk's Office, the Summit Free Public Library reference desk and on the City's website. Oral reports and delayed distributions are noted as needed. Information that arrives after the agenda is completed and sent to the "distribution list" has only been provided to the Mayor, Council, City Administrator and affected Department Head(s).

GENERAL INFORMATION

Includes notices, letters copied to the city, ordinances & resolutions from other governing bodies, newsletters and minutes and reports from agencies, boards and commissions. Each item does not appear to require any discussion or action. (Copies of ordinances and resolutions from other governing bodies are not provided, but are available upon request.)

Minutes, Reports, etc. from the following:

1. Environmental Commission 2025 Annual Report
2. Summit Board of Education - Minutes of November 13, 2025

ORDINANCES AND RESOLUTIONS EXPLANATION:

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

Ordinances:

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

Resolutions:

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

City Clerk's Office

AUTHORIZE TRANSFER OF APPROPRIATIONS - OPERATING BUDGET (ROLL CALL VOTE)

WHEREAS, there appears to be a surplus in the following 2025 Operating Accounts over and above the demands to be necessary:

FROM

		Salaries and Wages	Other Expenses
5-01-20-130-000-101	Finance S&W	\$2,412.00	
	Total amount transferred from:	\$2,412.00	\$0

WHEREAS, there appears to be insufficient funds in the following 2025 Operating Accounts to meet the demands thereof;

TO

		Salaries and Wages	Other Expenses
5-01-36-471-000-002	DCRP		\$ 27.00
5-01-36-472-000-010	Social Security		2,385.00
	Total amount transferred to:	\$51,500.00	\$2,412.00

RECORDED VOTE:

Ayes	(Nays	(Abstain	(
	(
	(Absent	(
	(
	(
	(
	(

Dated: January 20, 2026

I, Rosalia M. Licatiese, 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 a regular meeting held on Tuesday evening, January 20, 2026.

City Clerk



Finance Committee
R - Finance

www.cityofsummit.org

Meeting: 01/20/26 07:30 PM

RESOLUTION (ID # 12336)

DOC ID: 12336

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

This resolution transfers funds from 2025 operating accounts with a balance to operating accounts with insufficient funds. The total amount transferred out must equal the total amount transferred in. These transfers are allowed only during the last two months of a fiscal year and the first three months of the succeeding year.

**ESTABLISH PROCEDURE AUTHORIZING SPECIAL TAX APPEAL ATTORNEY, UPON
ADVICE OF AND AFTER REQUEST FROM THE TAX ASSESSOR, TO FILE CORRECTIVE
APPEALS, COUNTER PETITIONS AND COUNTER CLAIMS, AND STIPULATIONS OF
SETTLEMENT WITH THE UNION COUNTY TAX BOARD AND THE NEW JERSEY TAX
COURT**

WHEREAS, the Common Council of the City of Summit, Union County, New Jersey (the “Council”), has been informed by the Tax Assessor that from time-to-time adjustments are made in the computation of tax assessments covering property within the City, and

WHEREAS, the Tax Assessor has requested that the Council authorize him, in consultation with the Special Tax Appeal Attorney, to request the Attorney to file corrective appeals with the Union County Board of Taxation and/or the New Jersey Tax Court, and

WHEREAS, the Tax Assessor has requested the Council authorize the Special Tax Appeal Attorney to file, in cases of increases, decreases, or counter claims as the Tax Assessor deems reasonable and necessary, after consultation with the Special Tax Appeal Attorney, petitions, complaints and counterclaims with the Union County Board of Taxation and/or the Tax Court of New Jersey, and

WHEREAS, the Tax Assessor and Special Tax Appeal Attorney are called upon to defend tax appeals filed with the Union County Board of Taxation and the Tax Court, and to negotiate and agree to settlements and enter into stipulations of settlements on tax appeals, and

WHEREAS, the Council after reviewing these requests has determined that it is in the best interests of the City of Summit to grant the authority sought and that the Assessor or the Special Tax Appeal Attorney shall be required to provide notice to the Council of any appeal filed against or on behalf of the City of Summit with the Tax Court of New Jersey, and

WHEREAS, the Council after reviewing these requests has determined that it is in the best interests of the City of Summit to grant the authority sought with regard to settlements with the following limitations: as to any one taxpayer, no settlement shall exceed a refund or credit to taxes in excess of \$10,000, on average, per year, under appeal; and as to all years under appeal, no settlement shall exceed more than a cumulative refund or credit to taxes exceeding \$30,000 (the “Settlement Cap”), not including any adjustments to prospective tax assessments made by the City Tax Assessor as part of a settlement.

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

1. That the Tax Assessor of the City is hereby authorized to request after consultation with the Special Tax Appeal Attorney, and the Special Tax Appeal Attorney is authorized to thereby file corrective appeals with the Union County Board of Taxation and/or the New Jersey Tax Court and to defend appeals filed with said Board and said Court.

2. That the Tax Assessor be and is hereby authorized, after consultation with the Special Tax Appeal Attorney, to request that and authorize the Special Tax Appeal Attorney to file counterclaims in cases of increase with the Union County Board of Taxation and/or the New Jersey Tax Court, as the Tax Assessor, after consultation with the Special Tax Appeal Attorney, deems necessary, proper and in the best interests of the City.
3. That the Tax Assessor and the Special Tax Appeal Attorney are authorized to negotiate and enter into settlements and stipulations of settlement to be filed with the Union County Board of Taxation and/or the Tax Court, on behalf of the City of which the Assessor, after consultation with, and subject to the legal directions of the Special Tax Appeal Attorney, deem necessary, proper and in the best interests of the City, subject to the following limitations: as to any one taxpayer, no settlement shall exceed a refund or credit to taxes in excess of \$10,000, on average, per year, under appeal, and as to all years under appeal, no settlement shall exceed more than a cumulative refund or credit to taxes exceeding \$30,000 (the “Settlement Cap”), not including any adjustments to prospective tax assessments made by the City Tax Assessor as part of a settlement.
4. That the Tax Assessor and the Special Tax Appeal Attorney shall present any settlement that exceeds the Settlement Cap to the Common Council by Resolution for approval.
5. That the Tax Assessor and/or the Special Tax Appeal Attorney shall provide notice to the Common Council of the City of Summit of the filing of any Complaint against or on behalf of the City of Summit in the Tax Court of New Jersey.

Dated: January 20, 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 a regular meeting held on Tuesday evening, January 20, 2026.

City Clerk

AUTHORIZE 2026 CITY FORESTER SERVICES - NOT TO EXCEED \$65,000.00

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

WHEREAS, the anticipated term of this contract is from January 1 through December 31, 2026, and

WHEREAS, The Shade Tree Department LLC has submitted a proposal in response to a public Request for Qualifications for these services with said costs estimated by the DCS/DPW Secretary not to exceed \$65,000.00, dedicating \$55,000.00 for general City services and \$10,000.00 for planning and zoning board services to be paid from planning or zoning board escrow accounts, and

WHEREAS, the cost of these services is not to exceed \$65,000.00 and will be certified subject to inclusion in and adoption of the 2026 budget, and

WHEREAS, the DCS/DPW Secretary advises that reducing the required \$2 million Professional Liability insurance to \$1 million Professional Liability insurance, as has been done in prior years for agreements with The Shade Tree Department, LLC, is acceptable for the purposes of this agreement.

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

1. That the Mayor and City Clerk are hereby authorized and directed to sign an agreement with The Shade Tree Department LLC, PO Box 6089 WOB, West Orange, NJ 07052, as described herein.
2. That The Shade Tree Department LLC shall comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 (Affirmative Action), N.J.S.A. 52:32-44 (Business Registration), and the City's insurance requirements.
3. That the normal \$2 million Professional Liability Insurance be reduced to \$1 million Professional Liability Insurance only for the purposes of this agreement.

Dated: January 20, 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 a regular meeting held on Tuesday evening, January 20, 2026.

City Clerk



RESOLUTION (ID # 12323)

DOC ID: 12323

TO: Mayor and Common Council

FROM: Rachel Rillo, DCS DPW Secretary

DATE: December 16, 2025

SUMMARY

The City received one respondent for its RFS-Forestry Services 2026. With that, and since the City has been pleased with Mr. Linson's work thus far, DCS recommends proceeding with the award of a professional services contract to The Shade Tree, LLC to continue to provide forestry services to the City and its Boards. The City Forester is typically scheduled up to nine hours per week. Required tasks include the review of planning and zoning board applications, completion of the City's annual hazardous tree survey, locating the location for City trees and their procurement, attendance at Shade Tree Committee meetings, review of construction plans, grant applications and other various forestry related tasks.

Attached please find the agreement for professional forestry services from January 1, 2026 and terminating on December 31, 2026. His hourly rates remain unchanged from last year. I am also requesting that the professional liability insurance requirement be waived to \$1,000,000.00 subject to concurrence with the City's Risk Manager. This is the amount that has been continually approved in past awards to The Shade Tree, LLC.

2026 professional forestry services will be funded through three accounts as appropriate contingent upon budget approval:

- Monthly forestry services: 6-01-28-375-000-515
- Planning & Zoning Board escrow: T-03-56-286-000-084 and T-03-56-286-000-085

The agreement for general City work remains virtually unchanged from previous years. Mr. Linson also consults to the Boards. Since the aggregate dollar value of his work will exceed \$53,000, it requires Council authorization.

It is my recommendation that Council pass a resolution authorizing the contract for professional forestry services to The Shade Tree, LLC for a total not-to-exceed amount of \$65,000.00; this includes approximately \$55,000 for general City services, and an additional amount of \$10,000 for Planning

and Zoning Board services that is funded by applicant escrow.

Certification of Availability of Funds

This is to certify to the Mayor and Common Council of the City of Summit that funds for the following resolution are available:

Resolution Date: 1/20/2026
Resolution Doc Id: 12323

Vendor: The Shade Tree Department, LLC
PO Box 6089 WOB
West Orange, NJ 07052

Purchase Order: To be determined upon inclusion in and adoption of the 2026 budget

Account Number	Amount	Account Description
6-01-28-375-000-515	\$55,000	P&ST Contracted Forester Services
T-03-56-286-000-084	<u>\$10,000</u>	
	\$65,000	

Contract Total \$ 65,000.00

Only amounts for the current Budget Year have been certified.
Amounts for future years are contingent upon sufficient funds being appropriated.

Tammie L. Baldwin
City Treasurer/CFO

AUTHORIZE 2026 CONSULTANT ENGINEERING SERVICES - BOSWELL - NOT TO EXCEED - \$100,000

WHEREAS, the City of Summit has a need to acquire professional engineering services to assist on capital projects as needed as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the anticipated term of this contract is from January 1 through December 31, 2026, and

WHEREAS, Boswell Engineering has submitted a proposal in response to a public Request for Qualifications for these services; with said costs estimated by the DCS Director not to exceed \$100,000.00, and

WHEREAS, project specific invoices will be provided by the vendor upon assignment of individual projects to be determined during the term of the 2026 contract, and funds will be certified against the appropriate capital ordinance.

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

1. That the Mayor and City Clerk are hereby authorized and directed to sign an agreement with Boswell Engineering, 330 Phillips Avenue, Hackensack, NJ 07606, as described herein.
2. That Boswell Engineering shall comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 (Affirmative Action), N.J.S.A. 52:32-44 (Business Registration), and the City's insurance requirements.

Dated: January 20, 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 a regular meeting held on Tuesday evening, January 20, 2026.

City Clerk



RESOLUTION (ID # 12266)

DOC ID: 12266

TO: Mayor and Common Council

FROM: Aaron Schrager, Director - Division of Engineering & Public Works

DATE:

SUMMARY

The Engineering Division hires professional engineering firms to assist with capital projects as needed. In November, the Division received sixteen (16) responses to a publicly advertised Request for Qualifications. All responses were reviewed by the QPA and the Engineering Division. Since different firms have strengths in the many concentrations of municipal engineering, the Division is recommending that the City enter a contract with various engineering firms for on-call engineering services. Each of the firms has agreed to the established rate schedule in the RFQ to be utilized for projects.

Based on a review of the responses to the Request for Qualifications, the Engineering Division is recommending a resolution to award a contract to the following firms for the not to exceed amounts listed for Engineering Consulting Services for January 1 through December 31, 2026:

- Boswell, Inc. 330 Phillips Avenue, South Hackensack, NJ 07606. General engineering not to exceed \$100,000.00.
- Dynamic Traffic. LLC 1904 Main Street, Lake Como, NJ 07719. Traffic engineering not to exceed \$100,000.00
- Mott MacDonald LLC, 111 Wood Avenue South, Iselin, NJ 08830. LSRP and environmental engineering services not to exceed \$100,000.00
- Neglia Group, LLC 34 Park Avenue, Lyndhurst, NJ 07071. General engineering services not to exceed \$100,000.00.

When professional services are required from the firm above, funds will be certified against the appropriate individual capital accounts.

Certification of Availability of Funds

This is to certify to the Mayor and Common Council of the City of Summit that funds for the following resolution are available:

Resolution Date: January 20, 2026
Resolution Doc Id: 12266

Vendor: Boswell Engineering
330 Phillips Avenue
South Hackensack, NJ 07606-1722

Purchase Order Number: TBD

Account Number	Amount	Account Description
	\$100,000.00	Various Capital Accounts

Upon adoption of and inclusion in the 2026 budget

Only amounts for the current Budget Year have been certified.
Amounts for future years are contingent upon sufficient funds being appropriated.

Tammie L. Baldwin
City Treasurer/CFO

Resolution (ID # 12332)
January 20, 2026

**AUTHORIZE 2026 CONSULTANT ENGINEERING SERVICES - DYNAMIC TRAFFIC, LLC -
NOT TO EXCEED \$100,000.00**

WHEREAS, the City of Summit has a need to acquire professional engineering services to assist on capital projects as needed as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the anticipated term of this contract is from January 1 through December 31, 2026, and

WHEREAS, Dynamic Traffic LLC has submitted a proposal in response to a public Request for Qualifications for these services; with said costs estimated by the DCS Director not to exceed \$100,000.00, and

WHEREAS, project specific invoices will be provided by the vendor upon assignment of individual projects to be determined during the term of the 2026 contract, and funds will be certified against the appropriate capital ordinance.

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

1. That the Mayor and City Clerk are hereby authorized and directed to sign an agreement with Dynamic Traffic LLC, 1904 Main Street, Lake Como, NJ 07719, as described herein.
2. That Dynamic Traffic LLC shall comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 (Affirmative Action), N.J.S.A. 52:32-44 (Business Registration), and the City's insurance requirements.

Dated: January 20, 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 a regular meeting held on Tuesday evening, January 20, 2026.

City Clerk



RESOLUTION (ID # 12332)

DOC ID: 12332

TO: Mayor and Common Council

FROM: Aaron Schrager, Director - Division of Engineering & Public Works

DATE:

SUMMARY

The Engineering Division hires professional engineering firms to assist with capital projects as needed. In November, the Division received sixteen (16) responses to a publicly advertised Request for Qualifications. All responses were reviewed by the QPA and the Engineering Division. Since different firms have strengths in the many concentrations of municipal engineering, the Division is recommending that the City enter a contract with various engineering firms for on-call engineering services. Each of the firms has agreed to the established rate schedule in the RFQ to be utilized for projects.

Based on a review of the responses to the Request for Qualifications, the Engineering Division is recommending a resolution to award a contract to the following firms for the not to exceed amounts listed for Engineering Consulting Services for January 1 through December 31, 2026:

- Boswell, Inc. 330 Phillips Avenue, South Hackensack, NJ 07606. General engineering not to exceed \$100,000.00.
- Dynamic Traffic. LLC 1904 Main Street, Lake Como, NJ 07719. Traffic engineering not to exceed \$100,000.00
- Mott MacDonald LLC, 111 Wood Avenue South, Iselin, NJ 08830. LSRP and environmental engineering services not to exceed \$100,000.00
- Neglia Group, LLC 34 Park Avenue, Lyndhurst, NJ 07071. General engineering services not to exceed \$100,000.00.

When professional services are required from the firm above, funds will be certified against the appropriate individual capital accounts.

Certification of Availability of Funds

This is to certify to the Mayor and Common Council of the City of Summit that funds for the following resolution are available:

Resolution Date: 1/20/2026
Resolution Doc Id: 12332

Vendor: Dynamic Traffic LLC
1904 Main Street
Lake Como, NJ 07719

Purchase Order Number: TBD

Account Number	Amount	Account Description
	\$100,000.00	Various Capital Accounts

Upon adoption of and inclusion in the 2026 budget

Only amounts for the current Budget Year have been certified.
Amounts for future years are contingent upon sufficient funds being appropriated.

Tammie L. Baldwin
City Treasurer/CFO

**AUTHORIZE 2026 CONSULTANT ENGINEERING SERVICES - MOTT MACDONALD - NOT
TO EXCEED \$100,000.00**

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

WHEREAS, the anticipated term of this contract is from January 1 through December 31, 2026, and

WHEREAS, Mott MacDonald has submitted a proposal in response to a public Request for Qualifications for these services and has acknowledged and accepted the rates established in the Request for Qualifications; with said costs estimated by the Assistant Engineer not to exceed \$100,000.00, and

WHEREAS, project specific invoices will be provided by the vendor upon assignment of individual projects to be determined during the term of the 2026 contract, and funds will be certified against the appropriate capital ordinance.

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

1. That the Mayor and City Clerk are hereby authorized and directed to sign an agreement with Mott MacDonald, 111 Wood Avenue South, Iselin, NJ 08830, as described herein.
2. That Mott MacDonald shall comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 (Affirmative Action), N.J.S.A. 52:32-44 (Business Registration), and the City's insurance requirements.

Dated: January 20, 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 a regular meeting held on Tuesday evening, January 20, 2026.

City Clerk



DCS - Engineering Division

www.cityofsummit.org

Meeting: 01/20/26 07:30 PM

RESOLUTION (ID # 12333)

DOC ID: 12333

TO: Mayor and Common Council

FROM: Aaron Schrager, Director - Division of Engineering & Public Works

DATE:

SUMMARY

The Engineering Division hires professional engineering firms to assist with capital projects as needed. In November, the Division received sixteen (16) responses to a publicly advertised Request for Qualifications. All responses were reviewed by the QPA and the Engineering Division. Since different firms have strengths in the many concentrations of municipal engineering, the Division is recommending that the City enter a contract with various engineering firms for on-call engineering services. Each of the firms has agreed to the established rate schedule in the RFQ to be utilized for projects.

Based on a review of the responses to the Request for Qualifications, the Engineering Division is recommending a resolution to award a contract to the following firms for the not to exceed amounts listed for Engineering Consulting Services for January 1 through December 31, 2026:

- Boswell, Inc. 330 Phillips Avenue, South Hackensack, NJ 07606. General engineering not to exceed \$100,000.00.
- Dynamic Traffic. LLC 1904 Main Street, Lake Como, NJ 07719. Traffic engineering not to exceed \$100,000.00
- Mott MacDonald LLC, 111 Wood Avenue South, Iselin, NJ 08830. LSRP and environmental engineering services not to exceed \$100,000.00
- Neglia Group, LLC 34 Park Avenue, Lyndhurst, NJ 07071. General engineering services not to exceed \$100,000.00.

When professional services are required from the firm above, funds will be certified against the appropriate individual capital accounts.

Certification of Availability of Funds

This is to certify to the Mayor and Common Council of the City of Summit that funds for the following resolution are available:

Resolution Date: January 20, 2026
Resolution Doc Id: 12333

Vendor: Mott Macdonald, LLC
111 Wood Avenue South
Iselin NJ 08830-4112

Purchase Order Number: TBD

Account Number	Amount	Account Description
	\$100,000.00	Various Capital Accounts

Only amounts for the current Budget Year have been certified.
Amounts for future years are contingent upon sufficient funds being appropriated.

Tammie L. Baldwin
CFO/City Treasurer

AUTHORIZE 2026 CONSULTANT ENGINEERING SERVICES - NEGLIA GROUP - NOT TO EXCEED \$100,000.00

WHEREAS, the City of Summit has a need to acquire professional engineering services to assist on capital projects as needed as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the anticipated term of this contract is from January 1 through December 31, 2026, and

WHEREAS, Neglia Group has submitted a proposal in response to a public Request for Qualifications for these services and has acknowledged and accepted the rates established in the Request for Qualifications; with said costs estimated by the DCS Director not to exceed \$100,000.00, and

WHEREAS, project specific invoices will be provided by the vendor upon assignment of individual projects to be determined during the term of the 2026 contract, and funds will be certified against the appropriate capital ordinance.

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

1. That the Mayor and City Clerk are hereby authorized and directed to sign an agreement with Neglia Engineering Associates, 34 Park Avenue, Lyndhurst, New Jersey 07071, as described herein.
2. That Neglia Group shall comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 (Affirmative Action), N.J.S.A. 52:32-44 (Business Registration), and the City's insurance requirements.

Dated: January 20, 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 a regular meeting held on Tuesday evening, January 20, 2026.

City Clerk



DCS - Engineering Division

www.cityofsummit.org

Meeting: 01/20/26 07:30 PM

RESOLUTION (ID # 12334)

DOC ID: 12334

TO: Mayor and Common Council

FROM: Aaron Schrager, Director - Division of Engineering & Public Works

DATE:

SUMMARY

The Engineering Division hires professional engineering firms to assist with capital projects as needed. In November, the Division received sixteen (16) responses to a publicly advertised Request for Qualifications. All responses were reviewed by the QPA and the Engineering Division. Since different firms have strengths in the many concentrations of municipal engineering, the Division is recommending that the City enter a contract with various engineering firms for on-call engineering services. Each of the firms has agreed to the established rate schedule in the RFQ to be utilized for projects.

Based on a review of the responses to the Request for Qualifications, the Engineering Division is recommending a resolution to award a contract to the following firms for the not to exceed amounts listed for Engineering Consulting Services for January 1 through December 31, 2026:

- Boswell, Inc. 330 Phillips Avenue, South Hackensack, NJ 07606. General engineering not to exceed \$100,000.00.
- Dynamic Traffic. LLC 1904 Main Street, Lake Como, NJ 07719. Traffic engineering not to exceed \$100,000.00
- Mott MacDonald LLC, 111 Wood Avenue South, Iselin, NJ 08830. LSRP and environmental engineering services not to exceed \$100,000.00
- Neglia Group, LLC 34 Park Avenue, Lyndhurst, NJ 07071. General engineering services not to exceed \$100,000.00.

When professional services are required from the firm above, funds will be certified against the appropriate individual capital accounts.

Certification of Availability of Funds

This is to certify to the Mayor and Common Council of the City of Summit that funds for the following resolution are available:

Resolution Date: January 20, 2026
Doc Id: 12334

Vendor: Neglia Engineering Associates
34 Park Avenue
Lyndhurst, NJ 07071

Purchase Order Number: TBD

Account Number	Amount	Department Description
	\$ 100,000.00	Various Capital Accounts

Only amounts for the current Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated.

Tammie L. Baldwin
City Treasurer/CFO

**AUTHORIZE 2026 SEWER CONSULTANT ENGINEERING SERVICES - CP ENGINEERS -
NOT TO EXCEED \$250,000.00**

WHEREAS, the City of Summit has a need to acquire professional engineering services to assist on sewer capital projects and oversight of the sewer utility as needed as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the anticipated term of this contract is from January 1 through December 31, 2026, and

WHEREAS, CP Engineers, Architecture & Environmental Services has submitted a proposal in response to a public Request for Qualifications for these services and has acknowledged and accepted the rates established in the Request for Qualifications; with said costs estimated by the DCS Director not to exceed \$250,000.00, and

WHEREAS, project specific invoices will be provided by the vendor upon assignment of individual projects to be determined during the term of the 2026 contract, and funds will be certified against the appropriate capital ordinance.

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

1. That the Mayor and City Clerk are hereby authorized and directed to sign an agreement with CP Engineers, Architecture & Environmental Services, 11 Park Lake Road, Sparta, NJ 07871, as described herein.
2. That CP Engineers, Architecture & Environmental Services shall comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 (Affirmative Action), N.J.S.A. 52:32-44 (Business Registration), and the City's insurance requirements.

Dated: January 20, 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 a regular meeting held on Tuesday evening, January 20, 2026.

City Clerk



RESOLUTION (ID # 12317)

DOC ID: 12317

TO: Mayor and Common Council

FROM: Aaron Schrager, Director - Division of Engineering & Public Works

DATE: December 8, 2025

SUMMARY

The Engineering Division contracts with a firm to assist with sanitary sewer consulting engineering services on capital projects for the sewer utility and operationally as needed. In November, the Division received eight (8) responses to a publicly advertised Request for Qualifications. All responses were reviewed by the QPA and the Engineering Division.

Based on a review of the responses to the Request for Qualifications, the Engineering Division is recommending a resolution to award a contract to the following firm:

CP Engineers, Architecture & Environmental Services, 11 Park Lake Road, Sparta, NJ 07871 for the purpose of Sanitary Sewer Consulting Engineering Services from January 1 through December 31, 2026, not to exceed \$250,000.00. CP Engineers served in this role in 2024 & 2025 and has historical knowledge of the City and is overseeing many ongoing sewer and capital projects. The role also includes weekly in-house services which will be provided by the same licensed engineer that was in this role for 2025. CP has agreed to the established rate schedule in the RFQ to be utilized for projects

When professional services are required from the firm above, funds will be certified against the appropriate individual capital and operational account in the sewer utility.

Certification of Availability of Funds

This is to certify to the Mayor and Common Council of the City of Summit that funds for the following resolution are available:

Resolution Date: 1/20/2026
Resolution Doc Id: 12317

Vendor: CP Engineers
11 Park Lake Road
Sparta, NJ 07871

Purchase Order Number: TBD

Account Number	Amount	Account Description
	\$250,000.00	Various Capital Accounts
		Various Sewer Operating Accounts

Upon adoption of and inclusion in the 2026 budget

Only amounts for the current Budget Year have been certified.
Amounts for future years are contingent upon sufficient funds being appropriated.

Tammie L. Baldwin

City Treasurer/CFO

Resolution (ID # 12324)
January 20, 2026

AWARD BID - DOREMUS STREET IMPROVEMENT PROJECT - \$374,057.25

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

That, in accordance with the Chief Financial Officer's certification of availability of funds in Account Nos. C-06-33-050-00A-018 and C-06-33-050-00A-022, a copy of which is hereto attached and made a part of this resolution, and as recommended in memo from the City Engineer, bids received by the Purchasing Agent on Tuesday, December 16, 2025, shall be awarded to the lowest responsive, responsible bidder as follows:

DOREMUS STREET IMPROVEMENT PROJECT:

Cifelli & Son General Contracting, Inc.
81 Franklin Avenue
Nutlet NJ 07110

Total Base Bid: \$374,057.25

Dated: January 20, 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 a regular meeting held on Tuesday evening, January 20, 2026.

City Clerk



RESOLUTION (ID # 12324)

DOC ID: 12324

TO: Mayor and Common Council

FROM: Aaron Schrager, Director - Division of Engineering & Public Works

DATE: December 16, 2025

SUMMARY

Three (3) bids were received and opened on Tuesday, December 16, 2025 at 11:00 am in the Council Chambers for the Doremus Street Improvement Project. The submitted lowest responsible bidder was Cifelli & Son General Contractors, Inc. of 81 Franklin Street, Nutley, NJ 07110 in the amount of \$374,057.25. Cifelli has completed various capital improvement projects for the City in a satisfactory manner in the past including the recent Ridgedale Avenue & Colonial Road Improvement Project, and additional positive feedback was received from their references.

The scope of work includes the upgrade of the existing drainage and sanitary structures on Doremus Street, Sayre Street, William Street, sanitary installation/upgrade on Doremus Street, ADA ramp and sidewalk replacements, and the full milling and paving of all streets within the project limits.

The lowest responsible submitted bid is below the engineering estimate and funding is available from the following accounts:

- C-06-33-050-00A-018 2025 Capital Sewer Account - \$350,000.00
- C-06-33-050-00A-022 2025 Capital Sewer Account - \$24,057.25

Based on the above, I recommend awarding a contract to Cifelli & Son General Contractors, Inc. of 81 Franklin Street, Nutley, NJ 07110 in the amount of \$374,057.25 for the Doremus Street Improvement Project.

DOREMUS STREET IMPROVEMENT PROJECT

SUMMARY OF BIDS AS SUBMITTED ON 12/16/25

Subject to Attorney/Staff Review

BASE BID

ITEM	DESCRIPTION	Unit	Qty.	Unit Price		Cost		Unit Price		Cost	
				Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
1	MOBILIZATION	LS	1	\$ 500.00	\$ 500.00	\$ 1,500.00	\$ 1,500.00	\$ 15,000.00	\$ 15,000.00		
2	CLEARING SITE	LS	1	\$ 125,000.00	\$ 125,000.00	\$ 20,000.00	\$ 20,000.00	\$ 12,000.00	\$ 12,000.00		
3	FINAL CLEANUP	LS	1	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 12,000.00	\$ 12,000.00		
4	BREAKAWAY BARRICADE	UNIT	10	\$ 1.00	\$ 10.00	\$ 1.00	\$ 10.00	\$ 5.00	\$ 50.00		
5	DRUM	UNIT	20	\$ 1.00	\$ 20.00	\$ 1.00	\$ 20.00	\$ 5.00	\$ 100.00		
6	TRAFFIC CONE	UNIT	50	\$ 1.00	\$ 50.00	\$ 1.00	\$ 50.00	\$ 5.00	\$ 250.00		
7	CONSTRUCTION SIGNS	SF	250	\$ 1.00	\$ 250.00	\$ 1.00	\$ 250.00	\$ 10.00	\$ 2,500.00		
8	CONSTRUCTION IDENTIFICATION SIGN, 48" X 36"	UNIT	3	\$ 50.00	\$ 150.00	\$ 1.00	\$ 3.00	\$ 50.00	\$ 150.00		
9	CONSTRUCTION LAYOUT	LS	1	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00	\$ 1,500.00	\$ 1,500.00		
10	UTILITY COORDINATION	LS	1	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 1,500.00	\$ 1,500.00		
11	INLET FILTER, TYPE 1	SF	120	\$ 1.00	\$ 120.00	\$ 1.00	\$ 120.00	\$ 30.00	\$ 3,600.00		
12	FUEL PRICE ADJUSTMENT	DOLL	DOLL	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00		
13	ASPHALT PRICE ADJUSTMENT	DOLL	DOLL	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00		
14	HMA MILLING, 2" OR LESS	SY	6,405	\$ 5.25	\$ 33,626.25	\$ 4.75	\$ 30,423.75	\$ 17.00	\$ 108,885.00		
15	HOT MIX ASPHALT 9.5M64 SURFACE COURSE, 2' THICK	TON	830	\$ 80.00	\$ 66,400.00	\$ 96.00	\$ 79,680.00	\$ 115.00	\$ 95,450.00		
16	HOT MIX ASPHALT PAVEMENT REPAIR	SY	300	\$ 1.00	\$ 300.00	\$ 40.00	\$ 12,000.00	\$ 30.00	\$ 9,000.00		
17	EXCAVATION, TEST PIT	CY	50	\$ 1.00	\$ 50.00	\$ 10.00	\$ 500.00	\$ 30.00	\$ 15,000.00		
18	EXCAVATION, UNCLASSIFIED	CY	50	\$ 1.00	\$ 50.00	\$ 42.00	\$ 2,100.00	\$ 30.00	\$ 1,500.00		
19	CONCRETE SIDEWALK, 4" THICK	SY	170	\$ 100.00	\$ 17,000.00	\$ 96.00	\$ 16,320.00	\$ 120.00	\$ 20,400.00		
20	DETECTABLE WARNING SURFACE	SY	10	\$ 400.00	\$ 4,000.00	\$ 200.00	\$ 2,000.00	\$ 350.00	\$ 3,500.00		
21	CONCRETE DRIVEWAY, REINFORCED 6" THICK	SY	50	\$ 110.00	\$ 5,500.00	\$ 97.00	\$ 4,850.00	\$ 140.00	\$ 7,000.00		
22	GRANITE CURB	LF	365	\$ 44.00	\$ 16,060.00	\$ 42.00	\$ 15,330.00	\$ 50.00	\$ 18,250.00		
23	REPOINTING EXISTING GRANITE BLOCK CURB	LF	200	\$ 1.00	\$ 200.00	\$ 20.00	\$ 4,000.00	\$ 30.00	\$ 6,000.00		
24	HOT MIX ASPHALT DRIVEWAY 4" THICK	SY	50	\$ 30.00	\$ 1,500.00	\$ 39.00	\$ 1,950.00	\$ 55.00	\$ 2,750.00		
25	TRAFFIC MARKING LINES, 4"	LF	350	\$ 5.50	\$ 1,925.00	\$ 2.10	\$ 735.00	\$ 5.00	\$ 1,750.00		
26	TRAFFIC MARKING LINES, 24"	LF	64	\$ 11.00	\$ 704.00	\$ 12.50	\$ 800.00	\$ 8.00	\$ 512.00		
27	RESET MANHOLE, SANITARY SEWER, USING NEW CASTING	UNIT	10	\$ 700.00	\$ 7,000.00	\$ 700.00	\$ 7,000.00	\$ 3,000.00	\$ 30,000.00		
28	RESET MANHOLE, STORM SEWER, USING NEW CASTING	UNIT	5	\$ 750.00	\$ 3,750.00	\$ 700.00	\$ 3,500.00	\$ 3,000.00	\$ 15,000.00		
29	RECONSTRUCT MANHOLE, SANITARY SEWER, USING NEW CASTING	UNIT	2	\$ 900.00	\$ 1,800.00	\$ 1,500.00	\$ 3,000.00	\$ 3,500.00	\$ 7,000.00		
30	RECONSTRUCT MANHOLE, STORM SEWER, USING NEW CASTING	UNIT	1	\$ 950.00	\$ 950.00	\$ 1,500.00	\$ 1,500.00	\$ 3,500.00	\$ 3,500.00		
31	RESET WATER VALVE BOX	UNIT	10	\$ 10.00	\$ 100.00	\$ 10.00	\$ 100.00	\$ 500.00	\$ 5,000.00		
32	RESET GAS VALVE BOX	UNIT	7	\$ 10.00	\$ 70.00	\$ 10.00	\$ 70.00	\$ 500.00	\$ 3,500.00		
33	INLET, TYPE "A"	UNIT	1	\$ 4,000.00	\$ 4,000.00	\$ 3,900.00	\$ 3,900.00	\$ 5,000.00	\$ 5,000.00		
34	INLET, TYPE "D"	UNIT	3	\$ 4,200.00	\$ 12,600.00	\$ 4,000.00	\$ 12,000.00	\$ 5,000.00	\$ 15,000.00		
35	RESET INLET, TYPE "B", USING NEW CASTING	UNIT	9	\$ 1,650.00	\$ 14,850.00	\$ 4,100.00	\$ 36,900.00	\$ 3,000.00	\$ 27,000.00		
36	RECONSTRUCT INLET, TYPE "B" USING NEW CASTING	UNIT	1	\$ 1,800.00	\$ 1,800.00	\$ 2,000.00	\$ 2,000.00	\$ 3,000.00	\$ 3,000.00		
37	12" REINFORCED CONCRETE PIPE	LF	146	\$ 145.00	\$ 21,170.00	\$ 80.00	\$ 11,680.00	\$ 150.00	\$ 21,900.00		
38	24" REINFORCED CONCRETE PIPE	LF	70	\$ 225.00	\$ 15,750.00	\$ 170.00	\$ 11,900.00	\$ 150.00	\$ 10,500.00		
39	SEWER REPAIR, IF AND WHERE DIRECTED, 10' LENGTH, 10' DEPTH	UNIT	5	\$ 500.00	\$ 2,500.00	\$ 15,000.00	\$ 75,000.00	\$ 700.00	\$ 3,500.00		
40	TOPSOIL SPREADING, 5" THICK	SY	133	\$ 2.00	\$ 266.00	\$ 4.00	\$ 532.00	\$ 10.00	\$ 1,330.00		
41	FERTILIZING AND SEEDING, TYPE A-3	SY	133	\$ 1.00	\$ 133.00	\$ 1.00	\$ 133.00	\$ 10.00	\$ 1,330.00		
42	STRAW MULCHING	SY	133	\$ 1.00	\$ 133.00	\$ 1.00	\$ 133.00	\$ 5.00	\$ 665.00		
43	BORROW TOPSOIL	CY	50	\$ 1.00	\$ 50.00	\$ 10.00	\$ 500.00	\$ 10.00	\$ 500.00		
44	REGULATORY AND WARNING SIGN	UNIT	7	\$ 400.00	\$ 2,800.00	\$ 200.00	\$ 1,400.00	\$ 150.00	\$ 1,050.00		
44	REGULATORY AND WARNING SIGN POST SUPPORT	UNIT	7	\$ 360.00	\$ 2,520.00	\$ 300.00	\$ 2,100.00	\$ 150.00	\$ 1,050.00		
45	STREET NAME SIGN AND POST	UNIT	5	\$ 900.00	\$ 4,500.00	\$ 950.00	\$ 4,750.00	\$ 150.00	\$ 750.00		
				SUBTOTAL	\$ 374,057.25	SUBTOTAL	\$ 378,639.75	SUBTOTAL	\$ 495,622.00		

N.J.S.A. 40A:11-21 Incomplete bid bond
 N.J.S.A. 34:11-56.48 Not registered on
 the Public Works Contractor Registration
 list at the time of bid opening

Aaron J. Schrager
 Professional Engineer
 New Jersey Lic. No. 46143
 City Engineer

Certification of Availability of Funds

This is to certify to the Mayor and Common Council of the City of Summit that funds for the following resolution are available:

Resolution Date: January 20, 2026
Doc Id: 12324

Vendor: Cifelli & Son General Contr., Inc.
81 Franklin Avenue
Nutley, NJ 07110

Purchase Order Number: TBD

Account Number	Amount	Account Description
C-06-33-050-00A-018	\$350,000.00	3350A Sewer Replacement - Doremus Street
C-06-33-050-00A-022	\$ 24,057.25	3350A Priority Spot Repairs/Investigation
Contract Total	\$374,057.25	

Only amounts for the current Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated.

Tammie L. Baldwin
CFO/City Treasurer

**AUTHORIZE PURCHASE OF 2026 CHEVROLET SILVERADO WITH PLOW - NJ STATE
CONTRACT - \$62,629.88**

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

That, in accordance with the City Treasurer's certification of the availability of funds in Account #C-06-33-050-00B-014, a copy of which is attached hereto and made a part of this resolution, along with the memo from the Superintendent of Public Works, and pursuant to State Contract #24-FLEET-103119, through Hertrich Fleet Services Inc, 1427 Bay Road, Milford, Delaware, 19963, purchase of one (1) 2026 Chevrolet Silverado 2500 with plow, at a total cost of \$62,629.88, be and is hereby authorized.

Dated: January 20, 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 a regular meeting held on Tuesday evening, January 20, 2026.

City Clerk



RESOLUTION (ID # 12338)

DOC ID: 12338

TO: Mayor and Common Council
 FROM: Rachel Rillo, DCS DPW Secretary
 DATE: December 29, 2025

SUMMARY

The 2025 Capital Budget process approved funding for the replacement purchase of a 2026 Chevrolet Silverado 2500 w/plow, by the Division of Public Works in support of its Public Works Maintenance operations. This recommendation is to purchase a new 2026 Chevrolet Silverado 2500 w/plow, as a replacement for the 2008 Ford F250 Pick up with plow (#541) currently in the DPW equipment inventory.

The new vehicle will be used solely by the Maintenance Unit as a daily work truck and also for snow operations.

The purchase will cost a total of \$62,629.88

- The 2026 Chevrolet Silverado 2500 w/plow, will be purchased from Hertrich Fleet Services, Inc 1427 Bay Road Milford, DE 19963 via NJ State Contract #24-FLEET-103119 (T2100), for a total cost of \$62,629.88.
 Capital Account # C-06-33-050-00B-014



Pickup Truck Replacement with Plow

Existing Ford F250 Pickup Truck W/Plow



Purchased: 2008

Original Price: \$26,790.00

Miles: 106,000

Use: Daily work truck for the Maintenance Unit, also plowing detail.

Annual Days In use. 260 +/- Days

Current repair issues: Exhaust manifold leak, oil leaks, stalling issue, multiple rust spots on drivetrain, body etc.



Recommended 2026 Chevrolet Silverado 2500 W/Plow

Initial Cost: \$62,629.88.

Note: Chevrolet trucks are lower than Fords, allowing DPW to access the Parking Garages

HERTRICH FLEET SERVICES, INC

1427 Bay Road Milford, DE 19963

Ford - Chevrolet - Dodge - Jeep
Lincoln - Honda - Buick - GMC - Toyota - Nissan

(800) 698-9825

(302) 422-3300

Fax: (302) 839-0555

NJ State Contract #24-FLEET-103119 (T2100)

Item #35, Section #6, PL#19: Truck, Pickup, Class 2, Extended Cab, 4 Door, 8 ft. Body, 4wd

Hertrich Fleet Services Inc.

1427 Bay Rd

Milford, DE 19963

Mike Wright, Government Sales Manager

Phone: (800) 698-9825

Fax: (302) 839-0555

Email: mwright@hertrichfleet.com

C-06-33-050-008-019

\$ 75,000

QUOTE FOR: SUMMIT DPW

#11202025-01

2026 Chevrolet Silverado 2500HD 4wd Double Cab 162" Work Truck

SELECTED OPTIONS:

<u>Code</u>	<u>Description</u>	
1WT	WORK TRUCK PREFERRED EQUIPMENT GROUP	
C7G	GVWR, 10,500 lbs. (4763 kg)	
E63	DURABED, pickup bed	
L8T	ENGINE, 6.6L V8 WITH DIRECT INJECTION	
MKM	TRANSMISSION, ALLISON 10-SPEED AUTOMATIC	
NE1	NORTHEAST EMISSIONS	
GT4	REAR AXLE, 3.73 RATIO	
PYN	WHEELS, 17" (43.2 CM) PAINTED STEEL, SILVER	
QHQ	TIRES, LT245/75R17E ALL-SEASON, black wall	
ZHQ	TIRE, SPARE LT245/75R17E ALL-SEASON, black wall	
AZ3	SEATS, FRONT 40/20/40 SPLIT-BENCH	
H2G	JET BLACK, VINYL SEAT TRIM	
IOR	AUDIO SYSTEM, CHEVROLET INFOTAINMENT 3 SYSTEM	
VK3	LICENSE PLATE KIT, front	
	BASE CONTRACT PRICE:	\$45696.00

EXTERIOR COLOR:

GAZ	SUMMIT WHITE	\$0.00
-----	--------------	--------

ADDITIONAL OPTIONS:

<u>Code</u>	<u>Description</u>	<u>Price</u>
PYT	WHEELS, 18" (45.7 CM) PAINTED STEEL	\$288.00
QF6	TIRES, LT275/70R18E ALL-TERRAIN, black wall	\$192.00
CKJ	GVWR, 10950 LBS. (4967 KG.)	\$0.00
VYU	SNOW PLOW PREP/CAMPER PACKAGE includes (KW5) 220-amp alternator, includes increased front GAWR on Heavy Duty models, (NZZ) skid plates (transfer case and oil pan), pass through dash grommet hole and roof emergency light provisions.	\$288.00
NQH	TRANSFER CASE, TWO-SPEED active electronic Auto trac	\$192.00
V46	BUMPER, FRONT CHROME	\$192.00
VJH	BUMPER, REAR CHROME (Requires (V46) Chrome front bumper.)	\$0.00
UF2	LED CARGO AREA LIGHTING located in pickup bed, activated with switch on center switch bank or key fob.)	\$120.00

HERTRICH FLEET SERVICES, INC

1427 Bay Road Milford, DE 19963

Ford - Chevrolet - Dodge - Jeep
Lincoln - Honda - Buick - GMC - Toyota - Nissan

(800) 698-9825

(302) 422-3300

Fax: (302) 839-0555

ADDITIONAL OPTIONS:

Code	Description	Price
U01	LAMPS, SMOKED AMBER ROOF MARKER, (LED)	\$52.80
CGN	CHEVYTEC SPRAY-ON BEDLINER Black (does not include spray-on liner on tailgate due to Black composite inner panel)	\$523.20
8S3	BACK-UP ALARM, 97 decibels	\$132.48
5H1	KEY EQUIPMENT, TWO ADDITIONAL KEY FOBS Provides two additional spare key fobs for a total of (4). Note: programming of key fobs is at customer's expense. (Requires (SAF) spare tire lock.)	\$43.20
RVQ	BLACK TUBULAR ASSIST STEPS, 6" rectangular	<u>\$763.20</u>
	TOTAL W/ FACTORY OPTIONS:	\$48482.88

ADDITIONAL DEALER INSTALLED OPTIONS:

WESTERN 8' PRO PLOW W/RUBBER DEFLECTOR	\$8232.00
TOMMYGATE G2 SERIES STEEL BAR GRATE PLATFORM, 55X27	\$4768.00
1500 LB. CAP. #G2-60-1542-BG27	
AMBER STROBES KIT AND SWITCH	<u>\$1147.00</u>
TOTAL WITH ALL OPTIONS:	\$62629.88



Memorandum

To: Aaron Schrager, Director
 From: Michael Caputo, Superintendent of Public Works
 Cc: File
 Date: December 29, 2025
 Re: 2026 Chevrolet Silverado 2500 w/plow Purchase Recommendation

The 2025 Capital Budget process approved funding for the replacement purchase of a 2026 Chevrolet Silverado 2500 w/plow, by the Division of Public Works in support of its Public Works Maintenance operations. This recommendation is to purchase a new 2026 Chevrolet Silverado 2500 w/plow, as a replacement for the 2008 Ford F250 Pick up with plow (#541) currently in the DPW equipment inventory.

The new vehicle will be used solely by the Maintenance Unit as a daily work truck and also for snow operations.

The purchase will cost a total of \$62,629.88

- The 2026 Chevrolet Silverado 2500 w/plow, will be purchased from Hertrich Fleet Services, Inc 1427 Bay Road Milford, DE 19963 via NJ State Contract #24-FLEET-103119 (T2100), for a total cost of \$62,629.88. Capital Account # C-06-33-050-00B-014

I recommend the purchase of 2026 Chevrolet Silverado w/plow, with the cost of \$62,629.88

Please contact me with any questions.

Certification of Availability of Funds

This is to certify to the Mayor and Common Council of the City of Summit that funds for the following resolution are available:

Resolution Date: January 20, 2026
Doc Id: 12338

Vendor: Hertrich Fleet Services
1427 Bay Road
Milford, DE 19963

Purchase Order Number: TBD after rollover

Account Number	Amount	Department Description
C-06-33-050-00B-014	\$ 62,629.88	330B Acquisition of Vehicles

Only amounts for the current Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated.

Tammie L. Baldwin
City Treasurer/CFO

Resolution (ID # 12368)
January 20, 2026

APPOINT ARTS COMMITTEE MEMBERS (PENDING CLOSED SESSION DISCUSSION)

Pending Closed Session Discussion.

APPOINT HOUSING AUTHORITY MEMBERS (PENDING CLOSED SESSION DISCUSSION)

Pending Closed Session Discussion.

**AUTHORIZE BANNER DISPLAY AT VILLAGE GREEN - HIGH SCHOOL THEATER
PROMOTIONAL BANNER**

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

1. That per a request from the Summit Board of Education to display a promotional banner at the Village Green in conjunction with the high school theater production of *Big Fish*, permission is hereby granted to the Summit Board of Education to display said banner as follows:

Organization	Banner Display Period
Summit Board of Education Promotional Banner High School theater production of <i>Big Fish</i>	February 1 – March 1, 2026

2. That wording, letter sizing of said banner and the installation and removal of same shall be subject to the approval of the Director of the Division of Engineering and Public Work, with installation of same shall be under the supervision of the Superintendent of Public Works.

Dated: January 20, 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 a regular meeting held on Tuesday evening, January 20, 2026.

City Clerk

Summit High School Performing Arts Presents



SCHOOL EDITION

February 25th, 6:00pm

February 26th, 7:00pm

February 27th, 7:00pm

February 28th, 7:00pm

Summit High School Auditorium

To Purchase Tickets



**Scan the QR Code
or visit
<https://cur8.com/projects/hilltopper>**



Resolution (ID # 12066)
January 20, 2026

**AUTHORIZE SUBMISSION OF REVISED COMMUNITY FORESTRY MANAGEMENT PLAN
TO THE NJ DIVISION OF PARKS AND FORESTRY**

WHEREAS, the City of Summit developed its first Community Forestry Management Plan in 2000 which outlines the goals and objectives of maintaining Summit's urban forest and details the City's responsibilities, such as, the promoting and preserving of trees throughout the community, including those on right of ways, public lands and private properties, and

WHEREAS, a Community Forest Management Plan is essential to achieve a healthy and safe community forest; and

WHEREAS, an approved Community Forestry Management Plan offers liability protection under the New Jersey Tort Claims Act for shade tree programs through the New Jersey Shade Tree and Community Forestry Assistance Act and also provides for the opportunity to apply for certain forestry related grants; and

WHEREAS, the City must submit an updated Plan to the New Jersey Division of Parks and Forestry every five (5) years; and

WHEREAS, the proposed Plan was drafted by City Forester, John Linson and reviewed by the City's Shade Tree Advisory Committee.

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

- That the proper officials be and they are hereby authorized to submit a 2026-2030 Community Forestry Management Plan to the Division of Parks and Forestry of the State of New Jersey.
- That authorization be and it is hereby given to the Mayor and City Clerk to execute the required documents to effectuate the terms of this resolution.

Dated: January 20, 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 a regular meeting held on Tuesday evening, January 20, 2026.



RESOLUTION (ID # 12066)

DOC ID: 12066

TO: Mayor and Common Council

FROM: Aaron Schrager, Director - Division of Engineering & Public Works

DATE: July 25, 2025

SUBJECT: Authorize Re-Submittal of Community Forestry Management Plan

SUMMARY

The City of Summit developed its first Community Forestry Management Plan, (CFMP) in 2000. The most recent renewal expired in 2025. The document outlines the goals and objectives of maintaining Summit's urban forest and details the City's responsibilities, such as, promoting and preserving of trees throughout the community, including those on right of ways, public lands and private property. With this memo is a copy of the Community Forestry Management Plan, (CFMP) for years 2026-2030.

The City's Shade Tree Advisory Committee assisted in reviewing the proposed plan drafted by City Forester, John Linson, as well as providing outreach and education to the community with regards to tree management.

An approved CFMP offers communities liability protection under the New Jersey Tort Claims Act for their shade tree programs through the New Jersey Shade Tree and Community Forestry Assistance Act. An approved CFMP offers Summit the opportunity to apply for certain grants, Summit received in excess of \$150,000 through 2025 for forestry related grants and there are currently available grants that Summit can apply for after this attached CFMP is approved. The management plan is essential to achieve a healthy and safe community forest.

If the CFMP application submittal is approved by this Governing Body, the plan will be forwarded for review and comment to the Division of Parks and Forestry, State of New Jersey.

Therefore, it is my recommendation that Council authorize a resolution for the submittal of the 2026-2030 Community Forestry Management Plan.

City of Summit

5th Community Forestry Management Plan

Plan Duration 2026 - 2030

January 2026



Dr. Elizabeth Fagan, Mayor

Common Council

Claire Toth, Council President, Ward 2

Michelle Kalmanson, President Pro Tem, Ward 1

Bob Pawlowski, Councilmember Ward 1

Jaclyn Lasaracina, Councilmember Ward 1

Chantal Landman, Councilmember Ward 2

Jamel Boyer, Councilmember Ward 2

Dan Crisafulli, Councilmember-at-Large

Tammie Baldwin, City Administrator

Aaron Schrager, City Engineer,
Director of Engineering and Public Works

Shade Tree Advisory Committee

John Kilby, Chair,

Citizen-at-Large & Environmental Commission Liaison

Scott Jorek, Citizen-at-Large

Sarah Meiring, Citizen-at-Large

Karin Pittle-Gale, Citizen-at-Large

Jaclyn Lasaracina, Council Liaison

Paul Stern, Planning Board Liaison

Miriam Zahn, Zoning Board Liaison

Al Leiter, SEDAC Representative

John Beirne, Reeves-Reed Arboretum Representative

John Linson, City Forestry Consultant

CFMP Sections

1. Municipal Information Form.....	Page 3
2. Introduction & Background.....	Pages 4-26
A. Mission Statement	
B. Liability Statement	
C. Community Overview	
I. Overview	
II. Community Map(s)	
III. History, Accomplishments, & Barriers to Success	
D. Urban Forest Structure, Composition, and Trends	
E. Overall Program Goals	
F. Plan Connections and Other Considerations	
3. Community Forestry Program Capacity.....	Pages 27-33
A. Community Forestry Program Administration	
B. Partnerships (NGOs, nonprofit organizations, interdepartmental)	
C. Training	
D. Statement of Shade Tree Operational Budget	
E. Equipment	
4. Community Engagement and Well-being.....	Pages 34-35
A. General	
B. Urban Forest Benefits	
5. Plan Implementation.....	Pages 36-41
A. Elements, Objectives, and Action Items	
B. Activity Schedule	
6. Exhibits.....	Pages 42-71
A. Annual Tree Activity Summary – 2018 - 2025	
B. Recent Arbor Day Observances	
C. Tree Removal Permits Issued for Private Property – 2007-2025	
D. Grants Received by the City of Summit – 2002-2025	
E. Tree Ordinances – Chapter 29	
F. 2025 Accreditation Status	

SECTION 1. MUNICIPAL INFORMATION FORM

Municipality City of Summit

County Union

Address 512 Springfield Avenue
Summit, N.J. 07901

Contact Name and Title Aaron Schrager, Director – Engineering and Public Works

Phone # 908-277-9440

Fax # and E-mail 908-608-1214 aschrager@cityofsummit.org

Organization Name City of Summit

Mayor/County Commissioner's

Signature _____

Date of Management Plan

Submission _____

Time Period Covered in

Management Plan January 1, 2026 – December 31, 2030

Official Office Use Only

The above-named municipality has made formal application to the New Jersey Forestry Service. I am pleased to advise you that after our review, the NJ Forestry Service has concluded that this plan meets the standards set forth by the State and the NJ Community Forestry Council and is approved for the period covered.

Signed _____

State Forester	Approved Date
----------------	---------------

SECTION 2. INTRODUCTION AND BACKGROUND

A) MISSION STATEMENT

Recognizing the enhancing value of street trees to the quality of life in the City of Summit, it is the City's mission to promote a sustainable, productive urban community forest.

B) LIABILITY STATEMENT

"Although street trees are an asset to the City of Summit, it is inevitable that they will mature and require care, maintenance and eventual replacement. Care and maintenance, in addition to planting "the right tree in the right place" can help ensure that City trees not only contribute to the environmental and economic vitality of the area but also reduce the potential hazards to public safety. Our community must work within a reasonable budget that may not be able to meet each and every need of our community forest immediately. Therefore, it is the intent of this plan to focus available resources to the greatest need, and step-by-step work towards a healthy forest with commensurate reduced risks to public safety.

We feel that by taking logical steps, as outlined in the City of Summit's Community Forestry Management Plan, we will garner public support for plan implementation and demonstrate the long-term benefits to the environment and public safety.

We also want to become more proactive in the management and the care of our trees. Through inventory and hazard assessment, we will position the Department of Community Services to take corrective action prior to structural tree failure or the occurrence of other hazardous tree-related conditions. Good maintenance and care will reduce probability, but unexpected events will still occur.

Following this Management Plan will demonstrate the City of Summit is devoting reasonable levels of resources in a planned manner to reduce the number of tree-related accidents and thereby reduce its exposure to liabilities and increase public safety."

C) COMMUNITY OVERVIEW

- I. The City of Summit was incorporated on March 8, 1899. Located in Union County, it is twenty miles west of New York City and ideally situated atop the second range of the Watchung Mountains, with urban New Jersey on one side and the hills and valleys of horse country on the other.

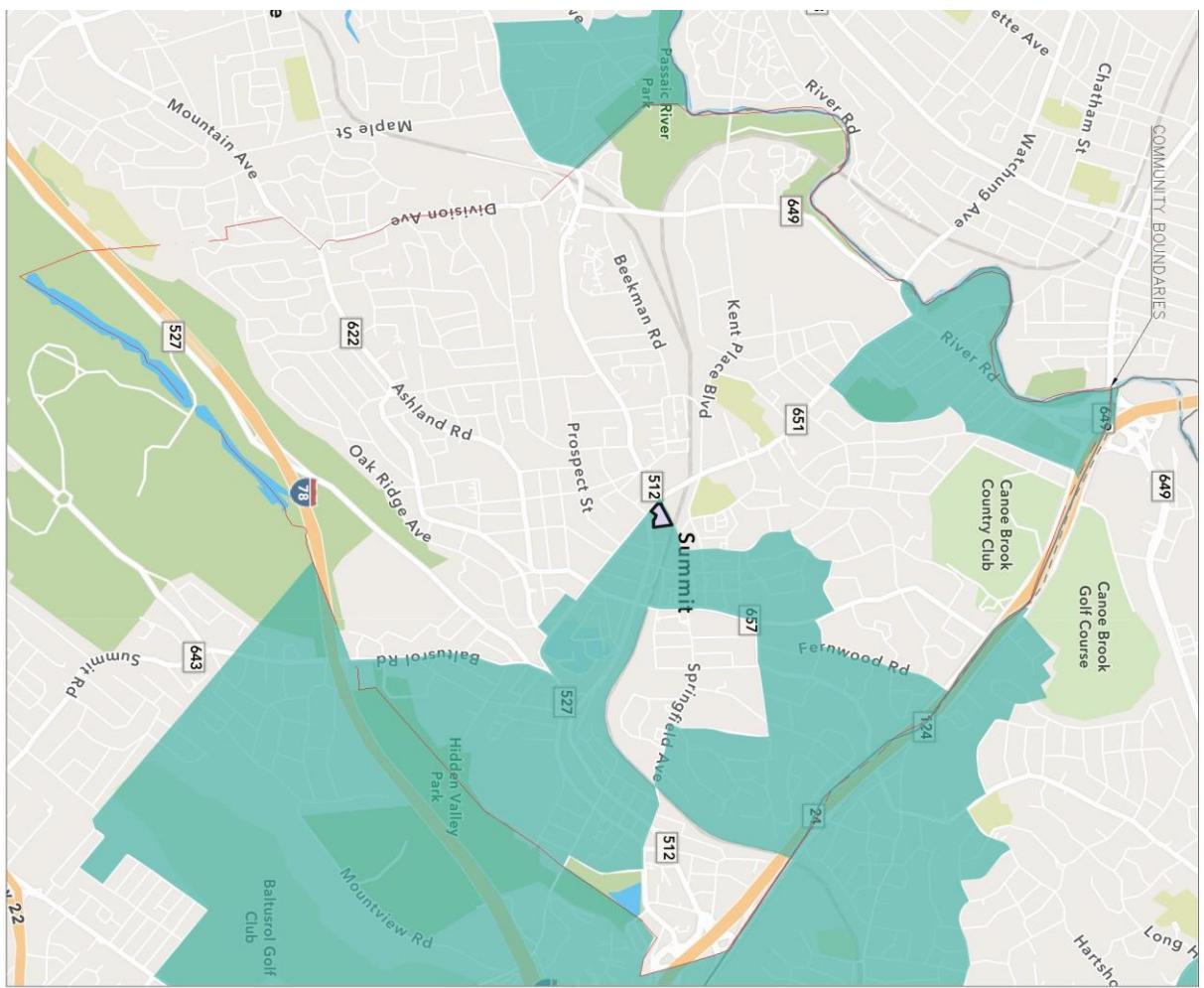
Summit's train station is one of the most active in the area, with a direct connection to New York City. Bus transportation is also available to New York City. Route 24 and Route 78 from two of Summit's borders, without intruding into the City itself.

Summit hosts a broad economic and ethnic cross-section, largely mirroring the makeup of the nation. According to the 2020 census, the population is 22,719.

Summit's "pedestrian friendly" downtown employs about 1900 people in more than 600 retail stores, restaurants, businesses, and professional offices.

Summit is 6.1 square miles. It has 66 miles of roads, 5 City parks and 32 pocket parks, including an arboretum and 3 county parks. The City of Summit has a long love affair with street trees. For many years, it had a Shade Tree Department, operating independently of the City's Public Works operations. To improve efficiency and reduce costs, the Shade Tree Department was absorbed into Public Works, which itself later became a part of the Department of Community Services. The result has been a coordinated approach to tree management.

II. COMMUNITY MAPS



*Based on the NJDEP Office of Environmental Justice EJMAP.

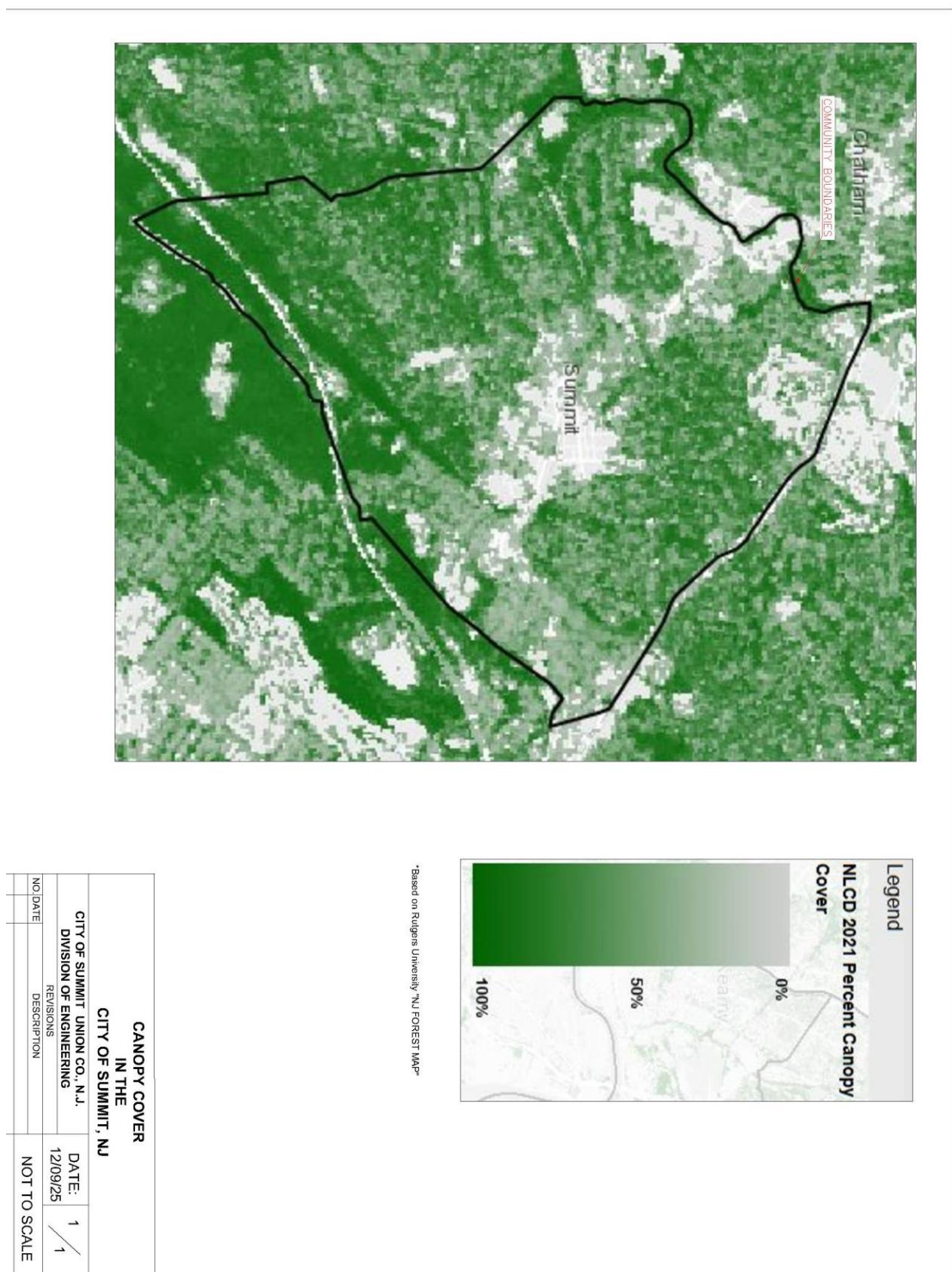
Overburdened Communities and Adjacent Block Groups (Effective as of 01-31-25)
OBC
Counties

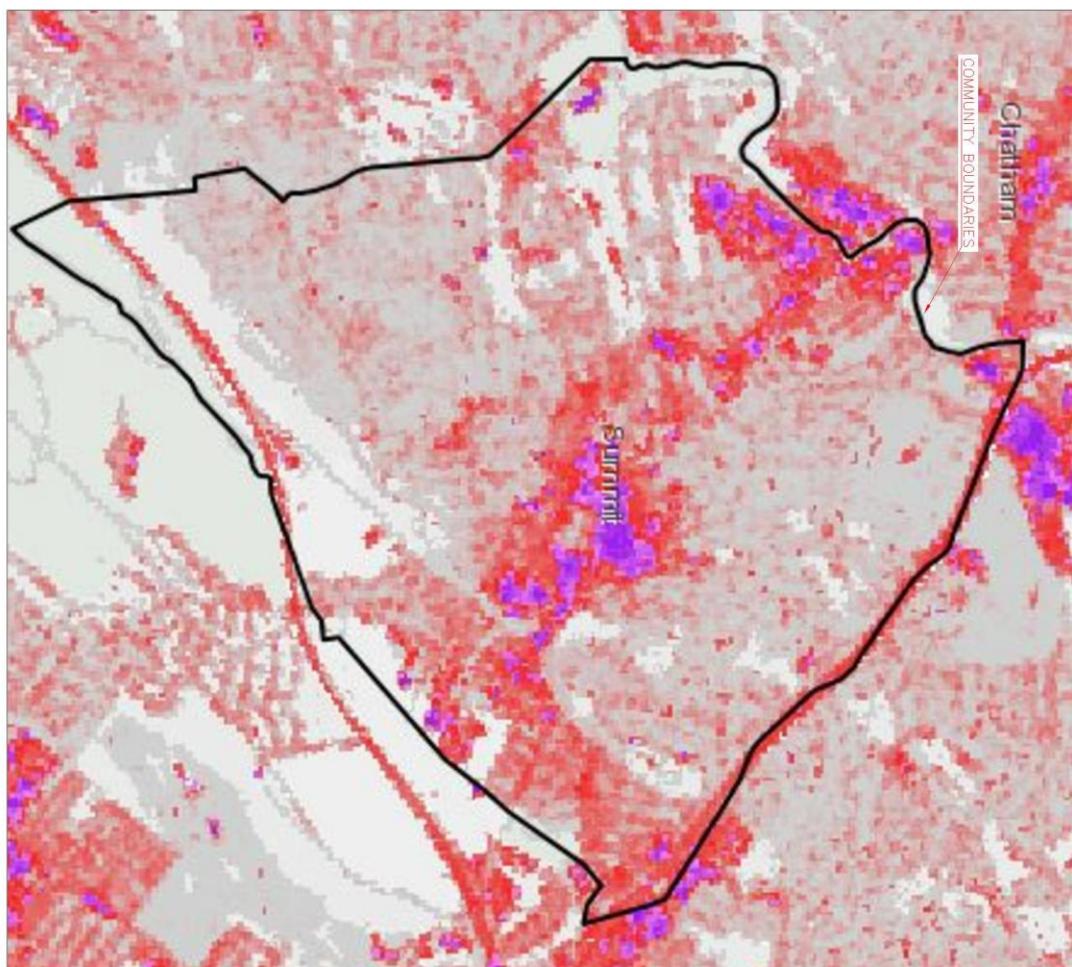
OVERBURDENED / EJ COMMUNITIES LOCATED IN THE CITY OF SUMMIT, NJ	
CITY OF SUMMIT UNION CO., N.J.	DATE: 1 / 1
DIVISION OF ENGINEERING	12/09/25

NO. DATE

DESCRIPTION

SCALE: 1"= 3,000'





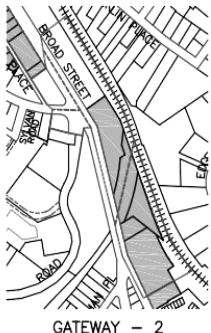
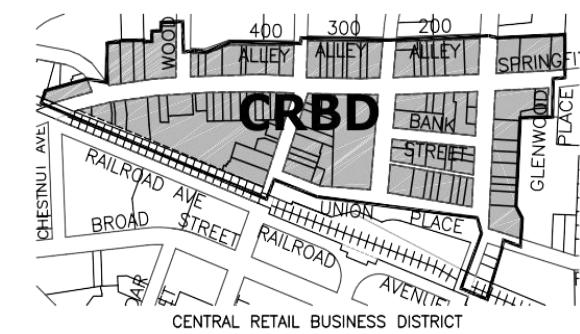
*Based on Rutgers University "NJ FOREST MAP"

LAND USE / LAND COVER IN THE CITY OF SUMMIT, NJ	
CITY OF SUMMIT UNION CO., N.J.	DATE: 12/09/25
DIVISION OF ENGINEERING	1 / 1
REVISIONS	
DESCRIPTION	NOT TO SCALE
NO. DATE	

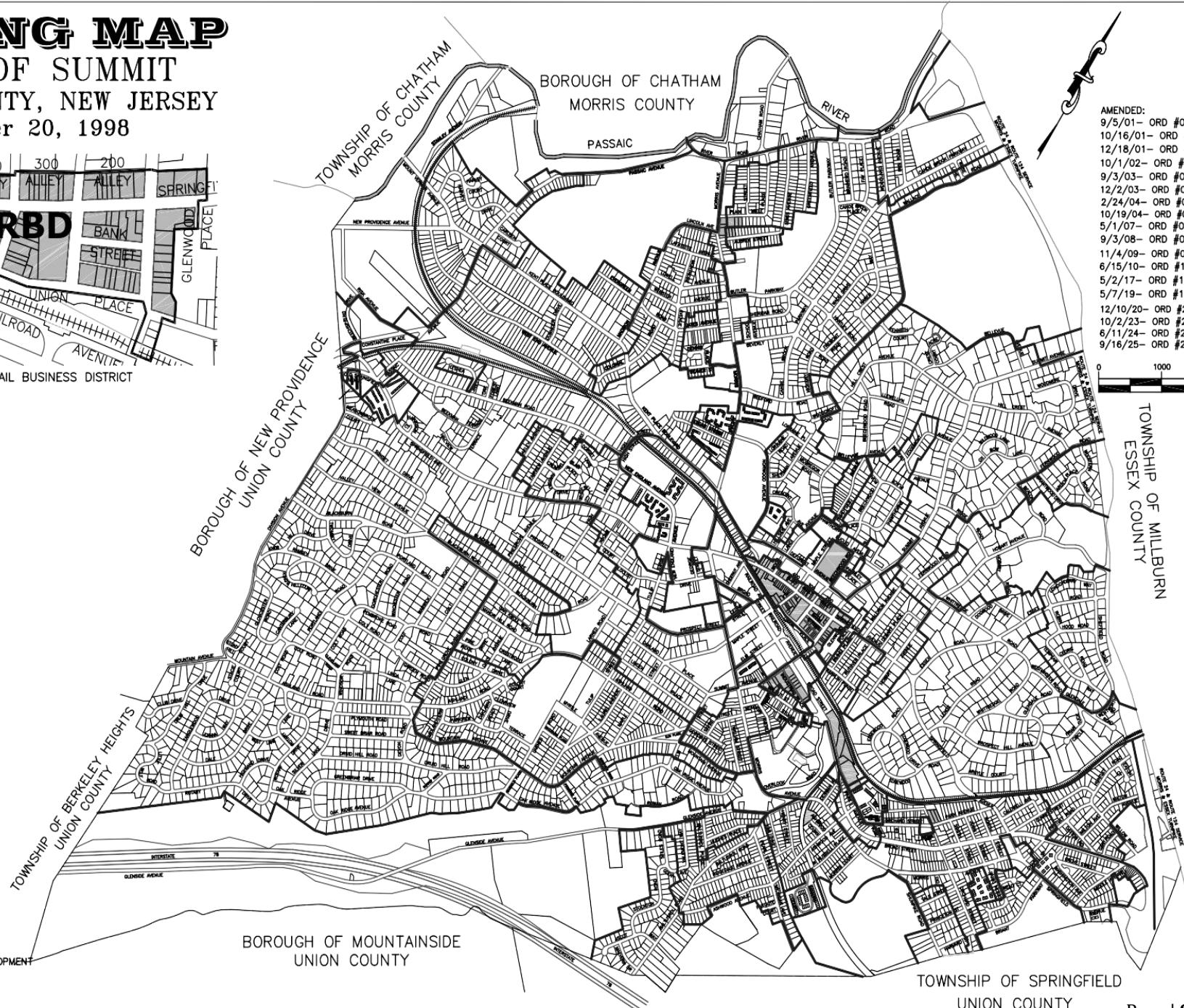
ZONING MAP

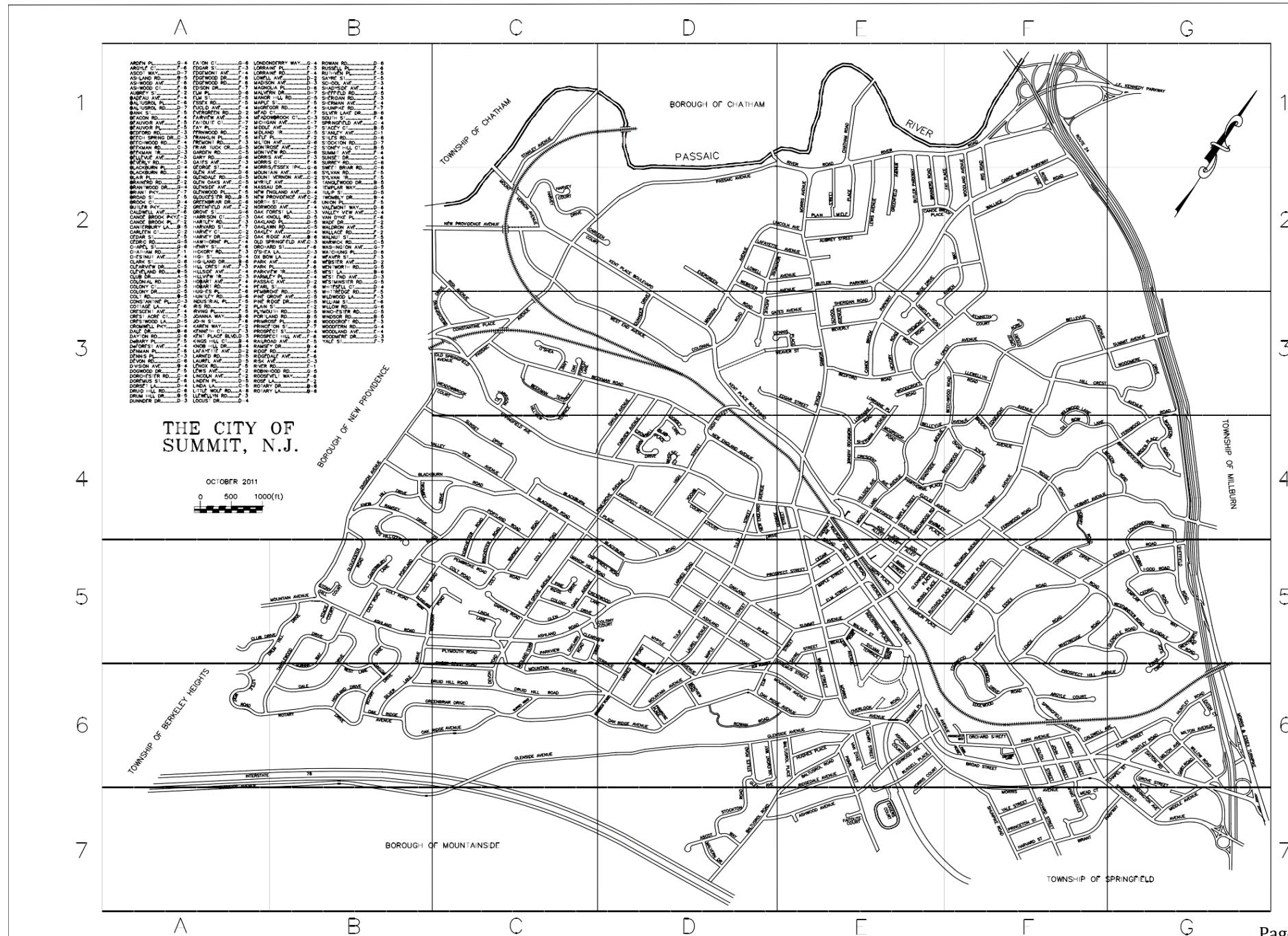
CITY OF SUMMIT
UNION COUNTY, NEW JERSEY

October 20, 1998



R-43	SINGLE FAMILY RESIDENTIAL
R-25	SINGLE FAMILY RESIDENTIAL
R-15	SINGLE FAMILY RESIDENTIAL
R-10	SINGLE FAMILY RESIDENTIAL
R-6	SINGLE FAMILY RESIDENTIAL
R-5	SINGLE & TWO FAMILY RESIDENTIAL
RAH-1	AFFORDABLE HOUSING
MF	MULTI-FAMILY RESIDENTIAL
MFT	MULTI-FAMILY TOWER RESIDENTIAL
GW-1	GATEWAY-1
GW-2	GATEWAY-2
TH-1	TOWN HOUSE - 1
TH-2	TOWN HOUSE - 2
NB	NEIGHBORHOOD BUSINESS
B	BUSINESS
B-1	BUSINESS - 1
CRBD	CENTRAL RETAIL BUSINESS DISTRICT
ORC	OFFICE RESIDENTIAL CHARACTER
R060	RESEARCH-OFFICE
PROD	PLANNED RESEARCH OFFICE DEVELOPMENT
PROD-2	PLANNED RESEARCH OFFICE DEVELOPMENT
LI	LIGHT INDUSTRY
PI	PROFESSIONAL-INSTITUTIONAL
PL	PUBLIC LAND
G	GOLF
MF/TOD	MULTI-FAMILY/TRANSIT ORIENTED DEVELOPMENT
MBC	MORRIS BROAD CROSSROADS OVERLAY ZONE DISTRICT





III. HISTORY, ACCOMPLISHMENTS & BARRIERS TO SUCCESS

This is Summit's fifth Community Forestry Management Plan. During the last 5 years, the Summit City Council set a goal of planting 1000 trees over a 4-year period in honor of Matthew Gould, a former councilman. The goal was accomplished in 2023.

Another proud accomplishment was the creation of a Tiny Forest in partnership with Summit's Environment Commission at the grounds of the City's Community Center.

Summit Suckers is a spin-off volunteer group of the Shade Tree Advisory Committee that elevates the branch level of young trees and prunes out co-dominant stems.

The Shade Tree Advisory Committee, in partnership with City owned Reeves-Reed Arboretum, brings in evening speakers to discuss various tree topics. The Shade Tree Committee provides informational tags on recently planted trees providing watering instructions.

The Tree Preservation Ordinance was revised in 2023 to conform with NJ Storm Water MS-4 Directives.

After careful deliberation, a "Running Bamboo and Invasive Ordinance" was recently passed.

We have had few regrets or barriers to our success, but too few to mention. The Common Council has been very supportive of Summit's Municipal Forestry Program and has adequately budgeted for the success of this 5-year Community Forestry Management Plan.

D) URBAN FOREST STRUCTURE COMPOSITION AND TRENDS

The City of Summit purchased a tablet, stylus, and Tree Plotter Software designed by "PlanIt Geo" and began conducting a street tree inventory using interns supervised by the City Forester in 2021. Under a Green Communities Grant, the inventory was completed in August 2024 by Richview Consulting. The following data is taken from Richview's Urban Forest Structure & Composition Report (pages 5-13).

The full report is included in the Appendix. The 1999 Tree Inventory totaled 5,610 Living Trees. The 2024 Tree Inventory totaled 5,438 Living Trees.

Species and Genera Diversity

A research Geneticist named Frank Santamour, of the U.S. National Arboretum proposed what has come to be known as the “10-20-30 rule” in 1990.

- No single species should compose no more of 10% of the entire tree population.
- No single genus should compose no more than 20% of the entire tree population.
- No tree family should compose no more than 30% of the entire tree population

The species wheel shows Summit’s Tree Species Composition under 10% for all species.

The genus wheel shows that Summit is at 20% for Oak (Querus) and just under 19% for Maple (Acer).

Figure 3 shows that Summit is well below the 30% family component. (See Figures 3 and 4)

While a nice diversity is present, there is always room for improvement.

Diversity Discuss Quote (See page 7)

Condition and Size Class Distribution (See Page 7)

Pest Susceptibility

The tree inventory provides a strategic opportunity to pull out and create a list of individually problematic species. This would include Ash trees (for eventual removal from Emerald Ash Borer), Plum trees for removal from Black Knot Disease, Pin Oak for possible removal for Bacterial Leaf Scorch, and Tree of Heaven for possible removal for the nuisance problem with Spotted Lantern Fly.

Interesting Facts about Summit’s Tree Population

Tree Canopy Coverage

The August 2024 Urban Forest Structure & Composition Report has a subsection entitled “i-Tree Ecosystem Analysis, Urban Forest Effects and Values.”

This section takes the Tree Plotter Inventory Data through “i-Tree” formulae to estimate valuable environmental data.

According to i-Tree, Summit’s Tree Canopy Coverage produced by street trees amounts to 77.55 acres and provides 510.1 acres of leaf area.

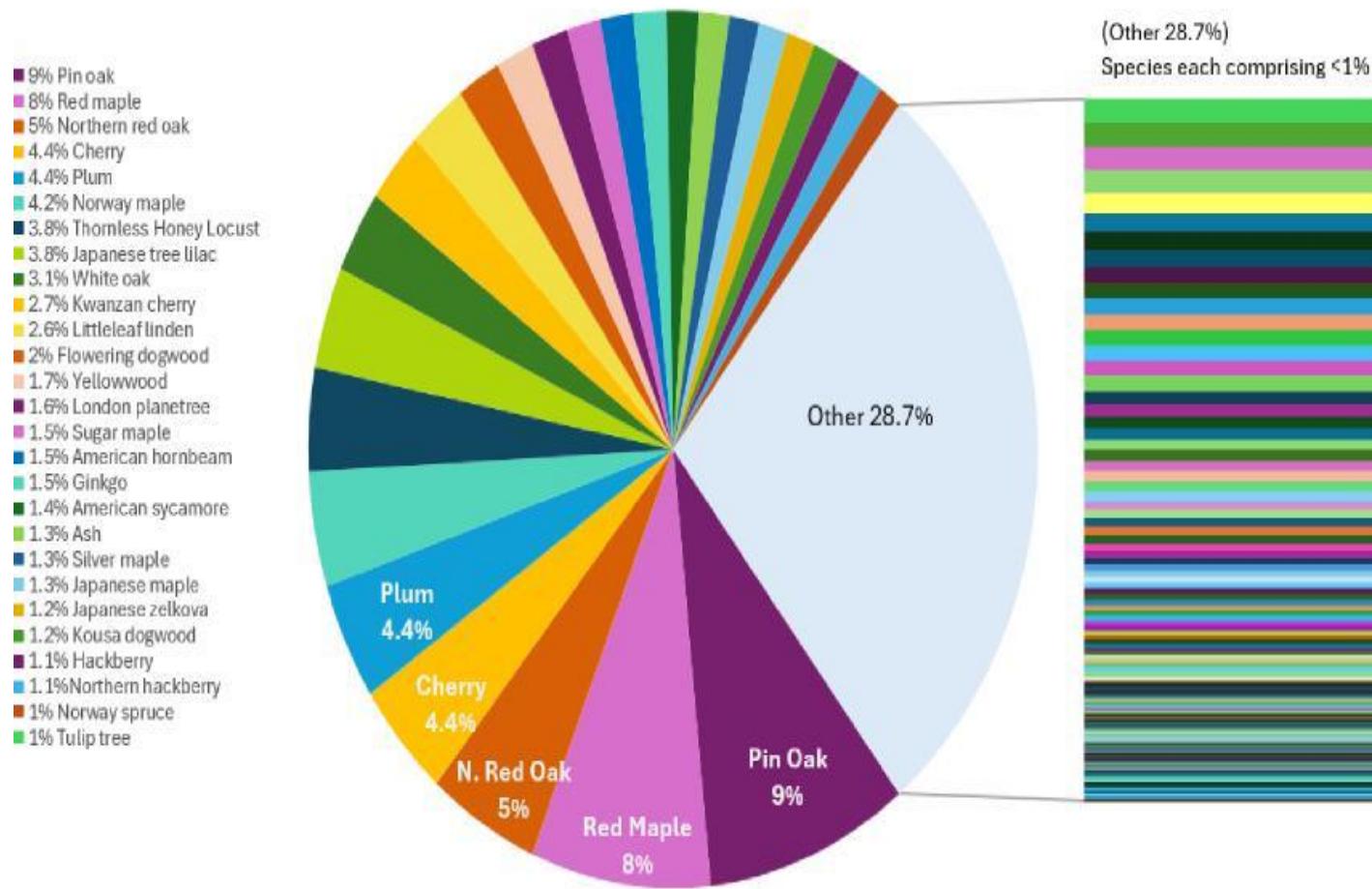
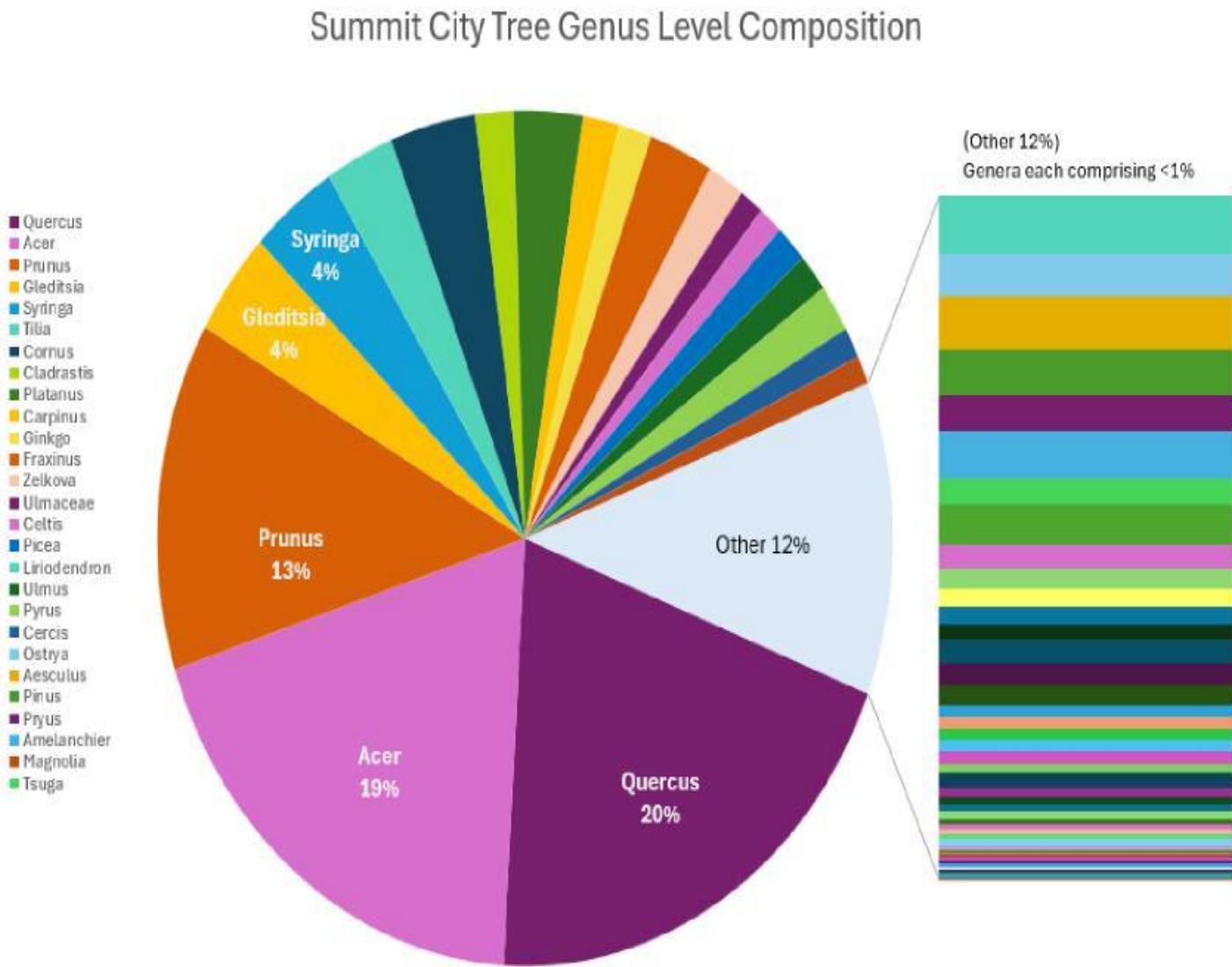
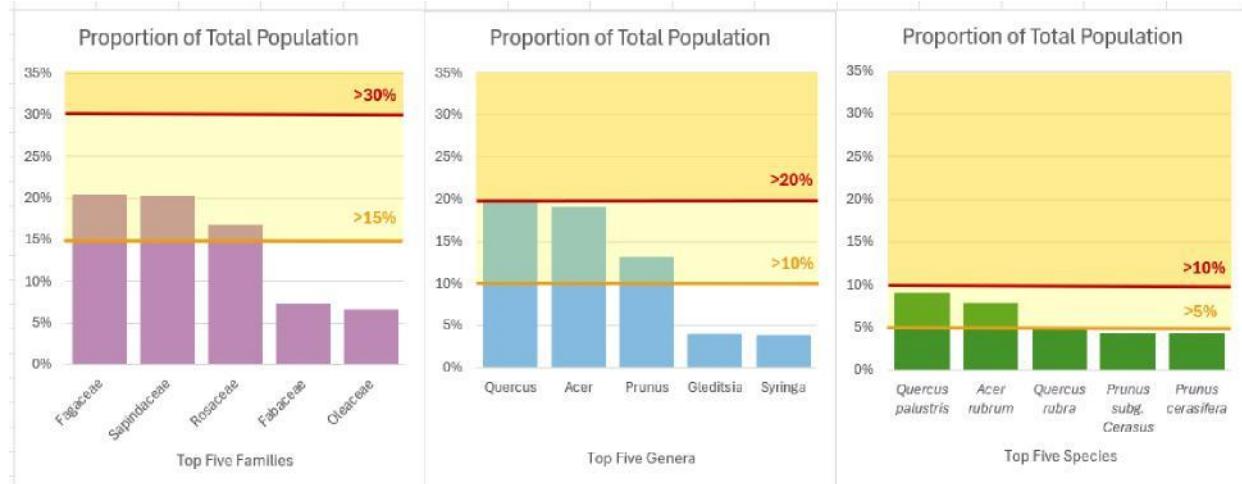
Figure 3**Summit City Tree Species Composition**

Figure 4



Diversity Discussion

When compared to the industry's guiding rules of thumb, the 10-20-30 rule (no more than 10% a single species, 20% a single genus, 30% a single family) and its more stringent version the 5-10-15 rule, Summit City lands in between. These rules of thumb contribute to the conclusion that Summit City is reasonably diverse but could continue striving for more diverse selections. Figure 3. Shows Summit City composition as compared to the rules of thumb percentages.



Other observations include the high percentages of flowering cherry and plums. Small-sized flowering ornamentals make up a large portion of Summit's public trees. Homeowner preference may be a factor but based on the frequent presence of utility wires and narrow planting strips, the small ornamentals are likely smart under-wire tree selections. The most popular flowering, small trees are Cherry, Plum, and Japanese Tree Lilac. Note the prevalence of the Rosaceae family and Prunus genus. See Section IV Planting for further discussion on diversity and selection recommendations.

Condition and Size Class Distribution

Condition ratings of Excellent, Good, Fair, Poor, Dead were assigned to inventoried trees. See Figure 4, left for the percentage of each condition category across all inventory trees and colors assigned to each condition rating. Of all trees inventoried 10% were Excellent, 70% were Good, 14% were Fair, 8% were Poor, and a near negligible percent of overall population was Dead.

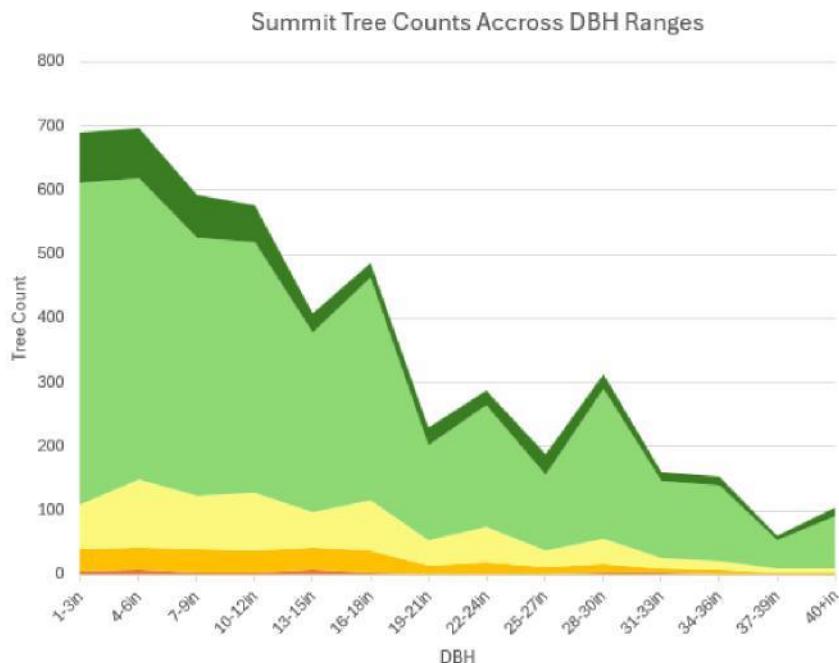


Figure 4, right shows the counts of trees across DBH measurements consolidated in $1/4$ ft. intervals with their condition ratings illustrated through the color coding.

Composition & Distribution Discussion

Note that Summit's urban tree size class distribution is downwardly sloped with approx. 25% of trees being 6in DBH or less. This indicates a youthful, expanding population. In the case of Summit, trees 6in DBH or less may also include a portion of older, small-sized flowering trees, see Figures 1 & 2, composition charts which show cherries, plums, Japanese Tree Lilac as being very common. Species and Genus compositions suggest that 30% of Summit's City tree resource is small, flowering trees, but despite the possible small-tree skew, the City tree resource is very youthful as Figure 4, right slope displays.

Figures 5 and 6 show Summit compared to urban tree size class distribution rules of thumb, Richards and Milward Sabir.



Richards suggests an expanding urban tree population is best. Milward Sabir suggests a more stable population is better. Summit seems to have a slightly irregular population age pattern, more zig-zag than usual. Note the spike in Summit's line as compared to Milward Sabir in Figure 6. That sharp rise from <6 in. DBH to the 6-23 in. DBH and then drop at 24-35 in. DBH could be either a significant increase in planting rates and/or a significant portion of maturing trees were removed and replaced with new trees. Those new trees are now establishing, and the high annual planting rates may have continued up until this year (2024). Section III will address the maintenance needs of an establishing tree population and Section IV will address annual planting rate recommendations.

Figure 4 shows there are 110, 1-3 in. DBH trees in Fair, Poor, or Dead condition representing 16% of their 1-3 in. DBH size class. This could be an indicator of poor installation, establishment issues or gaps in current post-planting tree care which should be addressed in future tree planting initiatives.

MAINTENANCE

1220 trees had 1+ tree work recommendations listed. Relevant on-site data fields collected included general comments, observations, maintenance comments, and checklists of the recommended tree work. A simple work category and priority rating were not collected onsite. To organize work recommendations, trees have been categorized under a single work action (Remove, Prune, Other, or Monitor) see Appendix A for full list of trees with 1+ work recommendations.

Maintenance Needs by Work Type:

- Prune- 739
- Remove- 166
- Monitor- 171
- Other- 83

Trees listed as "monitor" have no work currently required but show signs of possible decline. These trees should go on the list for re-inspection in the next growing season to determine if tree condition is declining.

72 trees have been marked with observed sidewalk damage. These addresses could be potential pedestrian trip hazards. Severity of sidewalk lift is not detailed in tree inventory fields. If the City Engineer's office seeks to provide homeowners notice of sidewalks not in line/grade, site visits may be necessary.

Work Prioritization

A simple priority rating was not collected onsite. The following labels were added to the Appendix A list to help organize the details work recommendations and observations:

Large Tree- Immediate: trees are large and may be of immediate priority based on their observed condition being “dead” or “poor”, risk noted as “extreme” or “high”, observed to be “in serious decline” or “significant” dead wood in crown

- Remove (34)
- Prune (5)

Large Tree- Routine: trees are large and may be considered non-immediate. Their DBH and tree work recommendations indicate they may require professional removal or crown work. These trees should be addressed in future routine contracted tree-work jobs or otherwise reinspected in the next growing season to determine if tree condition is declining.

- Remove (53)
- Prune (386)
- Monitor (118)
- Other (38)

Small Tree- Routine: trees may be considered non-immediate based on their requiring pruning for clearance or structure, mulch amendment, or some other form of ground-based care. Under the discretion of the City Forester this may be in-house work if City staff is properly trained and equipped or contracted out.

- Remove (75)
- Prune (348)
- Monitor (53)
- Other (45)

Discussion

Most of the work recommended is categorized as routine pruning. With “raise” aka elevation pruning being the most common specific work rec. The established, small trees in narrow planting strips need post-establishment care to ensure sufficient vehicular and pedestrian clearance. For larger trees, storm damage of mature tree crowns, specifically large pin oaks was relatively frequent with the observer recommending pruning to remove deadwood and/ or monitoring the fresher wounds/ cavities in the crown for progression of rot.

PLANTING

Based on the numbers of trees (5462), stumps (11), and proposed planting sites (988), the City’s Public Tree Resource is stocked at approximately 84% capaCity. If all the 166 recommended removals occur (see Section III. Maintenance, Appendix A Tree Work List), stocking level drops to 82% capaCity.

The 988 proposed planting sites are categorized by a recommended tree size of:

- Small - 486 sites
- Medium - 418 sites
- Large - 84 sites

Data was also collected regarding the width of the planting site and the presence of overhead utilities. See Appendix B for a full list of proposed planting sites. Most of the proposed planting sites are suitable for small trees either because of narrow planting strip width (Class I (small) - 1-5ft) and/or overhead utility lines.

The Class I (small) - 1-5ft data field allowed strips as narrow as 1 ft. to be plotted as possible planting locations. RichView employees typically do not recommend trees planted in less than 2' strips. Based on site observations there were streets with very narrow grass strips 1-2' which appear to have unsuitable soil volume for trees of any variety. On these streets and those without sidewalks, ROW plantings on the lawn side were sometimes observed with little tree information tags tied onto the newer of trees. This lawn-side planting practice appears to be very well organized with good homeowner feedback and communication. It should be continued as much as possible. The tree info cards are a commendable form of public outreach. Ribbons and twines sometimes do not bio or photo degradable fast enough to avoid stem/branch girdling and should be removed with any hardware/stakes within a growing season. We carefully cut the few older, tag-less ribbons we encountered off.

Planting Recommendations

It is highly recommended that Summit take full advantage of the few Large planting sites by planting large shade or, if screening is desired, large evergreen trees in those spots. These recommendation lists are not exhaustive. They are trees suitable for street, park, or urban area plantings from genera currently underutilized in the City, see Section II. The following may be suitable choices for large or medium sites:

- Deciduous:
 - Nyssa sylvatica- Black Gum
 - Cercidiphyllum - Katsura
 - Liquidambar - Sweetgum
 - Magnolia- Saucer, Star, Cucumber tree, Bigleaf, Umbrella tree
 - Styphnolobium- Japanese scholar tree
 - Eucommia- Hardy rubber tree
 - Corylus colurna- Turkish Filbert
 - Davidia involucrata - Dove tree
- Deciduous Conifer: Taxodium - Bald cypress
- Evergreen:
 - Chamaecyparis - False Cypress
 - Juniper
 - Abies- Fir
 - Ilex- Hollies
 - Magnolia grandiflora
 - Cedrus

Quercus is currently the City's most popular genus, but the red oaks (pin, northern red) are significantly more represented than white oaks. If future park/large site plantings plan to use oak then the following underutilized white oaks could be selected to help diversify the City's oak profile: Swamp white oak, Chestnut oak, and Burr Oak.

For the small and under wire locations, flowering trees have been favored, with Cherry, plum and Japanese Tree Lilac within the top 10 most common species in the City. The following small trees represent less utilized genera and may be suitable cherry/ plum/ lilac alternatives in future plantings:

- Amur maackia
- Stewartia- Korean Stewartia
- Halesia- Silverbells
- Styrax japonica- Japanese Snowbell
- Oxydendrum arboreum- Sourwood
- Crataegus- Hawthornes (ex. Winter King, Washington)
- Amelanchier- Serviceberries
- Cotinus- American smoketree
- Parrotia persica- Persian parrotia aka ironwood
- Lagerstroemia- Crapemyrtle

For these small trees, single-stemmed, tree form specimens must be specified as the majority of small tree, underwire planting locations are listed to be narrow planting strips, which means trees must be raised post-establishment for proper vehicle and pedestrian clearance. Multi-stem varieties and shrubs would be inappropriate for most of the small, proposed planting locations.

Planting Rates

Summit has a mostly youthful tree population. Work recommendations also indicate many vehicle and pedestrian clearance issues with “raise” being the most common work rec. The population of newly established trees needs structural pruning so it may mature into a healthy, safe urban forest. The percentages of Fair/Poor/Dead condition trees <6in DBH (19%) suggest Summit is on par with urban young tree mortality, but there is significant room for improvement through better post-planting care or watering.

Canopy coverage should increase as the young population matures, and based on community forest structure, annual plantings have likely exceeded annual removals. If the City finds its current young tree maintenance pressures manageable and is seeking significant gains in community canopy cover then continuing the lawn-side plantings and appropriately stocking the large and medium proposed planting sites with large and medium sized trees will help reach those goals in a sustainable fashion. Fast-paced, large-scale planting projects are not recommended for the City of Summit as it appears to have just gone through a rapid increase in annual planting rates and should be seeking to maintain an uneven age distribution.

ECO-BENEFIT ANALYSIS

4,783 trees categorized as Status Alive or Dead contained a species identification, DBH, and condition rating fields sufficient for i-Tree Eco import. See Appendix C for i-Tree Ecosystem Analysis of Summit Urban Forest Effects and Values report.

The trees of Summit City provide the following Ecosystem Services:

- Carbon Storage: 4.037 thousand tons (\$688 thousand)
- Annual Carbon Sequestration: 60.9 tons (\$10.4 thousand)
- Annual Stormwater: Avoided Runoff: 1.222 million gallons (\$10.9 thousand)
- Annual Oxygen Production: 162.4 tons

In all, the 4,783 trees analyzed through the I-Tree Eco model have a cumulative replacement value of \$16.7 million.

Note: I-Tree species names and codes are slightly different from those of TreePlotter. Some species epithets, varieties, cultivars, and hybrids detailed in TreePlotter are recategorized as their closest I-Tree “synonym” species for eco benefit analysis, see [i-Tree support resources and manuals](#). Mexican Sycamore was an interesting I-Tree common name that appeared for the less frequently used scientific names of London Plane, *Platanus x hispanica* aka *Platanus x acerifolia* aka *Platanus x hybrida*. Mexican Sycamore is not a common name listed in I-tree’s most recent Species Synonym List file though the eco software used was updated immediately before project configuration. It should be assumed that the report mentionings of Mexican Sycamore in sections II & V are in fact referring to London Plane.

APPENDICES & ATTACHMENTS

The Following are enclosed in this document as pdfs. For ease of reading it is highly recommended that users read the original excel files of the work & planting lists and/or csv TreePlotter export and/or search the TreePlotter software for the primary ID of the tree(s) in question.

- A. Recommended Tree Work List**
- B. Proposed Planting Sites List**
- C. i-Tree Eco**

Carbon sequestration is the process where trees remove atmosphere carbon (from carbon dioxide) through photosynthesis and convert it to wood stored in trees.

Summit's **tree stocking level** (the percentage of existing trees within plantable municipal right-of-way is 84%. This is about as good as it gets.

A study undertaken by Summit's Engineering Department for the last management plan found that overall, the entire City including municipal land, private land, and park land, provides an overall tree canopy coverage of 43% which is an ideal balance per the American Forest Institute.

Although the Tree Plotter Tree Inventory found 988 (**potential tree planting locations within City right-of-way**), experientially the City has found that many households prefer to plant trees on their own property or not have trees planted at all. Although the City has the right to plant within its right-of-way, it has been counterproductive to force property owners to have a tree within City right-of-way adjacent to their property. Consequently, tree planting is conducted as replacements when trees are removed or upon request.

Trees for N. J. Streets, published by the NJ Shade Tree Federation, has been Summit's guide in planting site appropriate trees.

Here are some interesting facts found in the Tree Plotter Tree Inventory in Summit:

- 71 street tree species were represented
- 10% of all trees were in excellent condition
- 70% of all trees were in good condition
- 14% of all trees were in fair condition
- 8% of all trees were in poor condition
- Less than 1% of all trees were dead
- 25% of the entire population is under 6" in diameter

E) OVERALL PROGRAM GOALS

The City recognizes the intensely developed land use status within the City and its surrounding municipalities of Millburn, Springfield, Mountainside, Berkeley Heights, New Providence, Chatham Township and Chatham Borough. The City's goal is to maintain its proactive approach in the management of its tree-lined streets and parkland. The Common Council, DCS Director, City Forester and The Shade Tree Advisory Committee believe that by taking logical steps as outlined in the Community Forestry Management Plan and providing reasonable levels of resources to accomplish them, the possibility of natural disaster, structural tree failure, or other tree-related hazards can be minimized, reducing residents' exposure to such hazards, increasing public safety, and enhancing the quality of life.

F) PLAN CONNECTIONS AND OTHER CONSIDERATIONS

Master Plan

Summit's most current **Master Plan Re-Examination** is November 2016. The comments from our last Community Forestry Management Plan (2019-2023) are still relevant for this plan.

Specific goals and objectives from the past and most recent Master Plans, which mesh with the Community Forestry Management Plan, are as follows:

Land Use

- Preserve existing residential neighborhoods.
- To clearly define commercial and industrial areas with natural boundaries and effective buffers.
- To protect natural and environmental resources including flood plains, wetlands, steep slopes, and aquifer recharge areas suitable for public and quasi-public recreational activities.
- To identify and preserve environmentally sensitive areas in the City.

Conservation

- To encourage the use of conservation easements on environmentally sensitive lands in private ownership to protect future disturbance.
- To conserve treed right-of-way, continue a tree planting program, and encourage protection and replacement of trees including the designation of landscape trees.

Parks and Open Space

- To identify as open space/recreation areas certain public and private lands that serve as open space, buffers, streetscape or vistas; and/or are in a strategic location as it relates to existing parks and recreation facilities.
- To encourage public/private partnerships and continue to explore creative funding opportunities.
- To preserve and enhance park and recreation facilities, where appropriate within the City, to meet the needs and demands of present and future residents.
- To explore the creation of a linear park along the Passaic River.
- To create physical links, where feasible, between City parks and the County park system.

Central Business District

- To maintain attractive gateways into downtown through use of landscaping, signage, traffic calming techniques, and public art.

Policy

- Land developments should be designed to protect and enhance the diversity of the City, and to protect neighborhoods from the intrusion of inappropriate or incompatible uses.

A copy of the revised Community Forestry Management Plan will be provided to our City Planner to develop even stronger links between the two plans in the future.

Summit has 350 acres of public parks of all sizes. The City is also adjacent to the Watchung Reservation, a 2,000-acre facility of the Union County Park System, and a portion of which is located within Summit's borders. There are presently no plans to expand Summit's open space through Green Acres acquisitions.

Summit's Environmental Resource Inventory

Summit's **Environmental Resource Inventory (ERI)** was prepared by the Passaic River Coalition in 2011. The inventory covers Storm Water Management, Community Forestry and a proposal Fertilization Ordinance. It salutes Summit's Sustainable Jersey efforts which continues to receive Sustainability champion Awards in the Medium Municipality Category. The City's ERI is currently being readopted.

The City of Summit is intersected with three watershed areas: the Upper Passaic WMA6, the Lower Raritan WMA9 and the Raritan River WMA7. The City's responsibility with these drainage systems is to keep catch basins free and unclogged, prompt removal of leaves in the Fall, and de-snagging Martin's Brook and Salt Brook.

The inventory identifies existing wetlands in Summit and urges that they be preserved.

The inventory refers to Summit's designation as a Tree City USA and salutes the City for planting "the right tree, in the right place."

The inventory mentions the need to control invasive plants. In 2024, Summit passed an invasive species control ordinance.

The inventory mentions Summit's Landmark Trees and summarizes Summit's 2000 street tree Inventory by species.

Emergency Response/Storm Readiness

Summit has a full-service tree crew. Police and fire departments are well trained and equipped.

Wildfire Protection Plan

Summit has a full-time fire department. Suspected vulnerable areas would be NJ Transit right of way and Union County Park land.

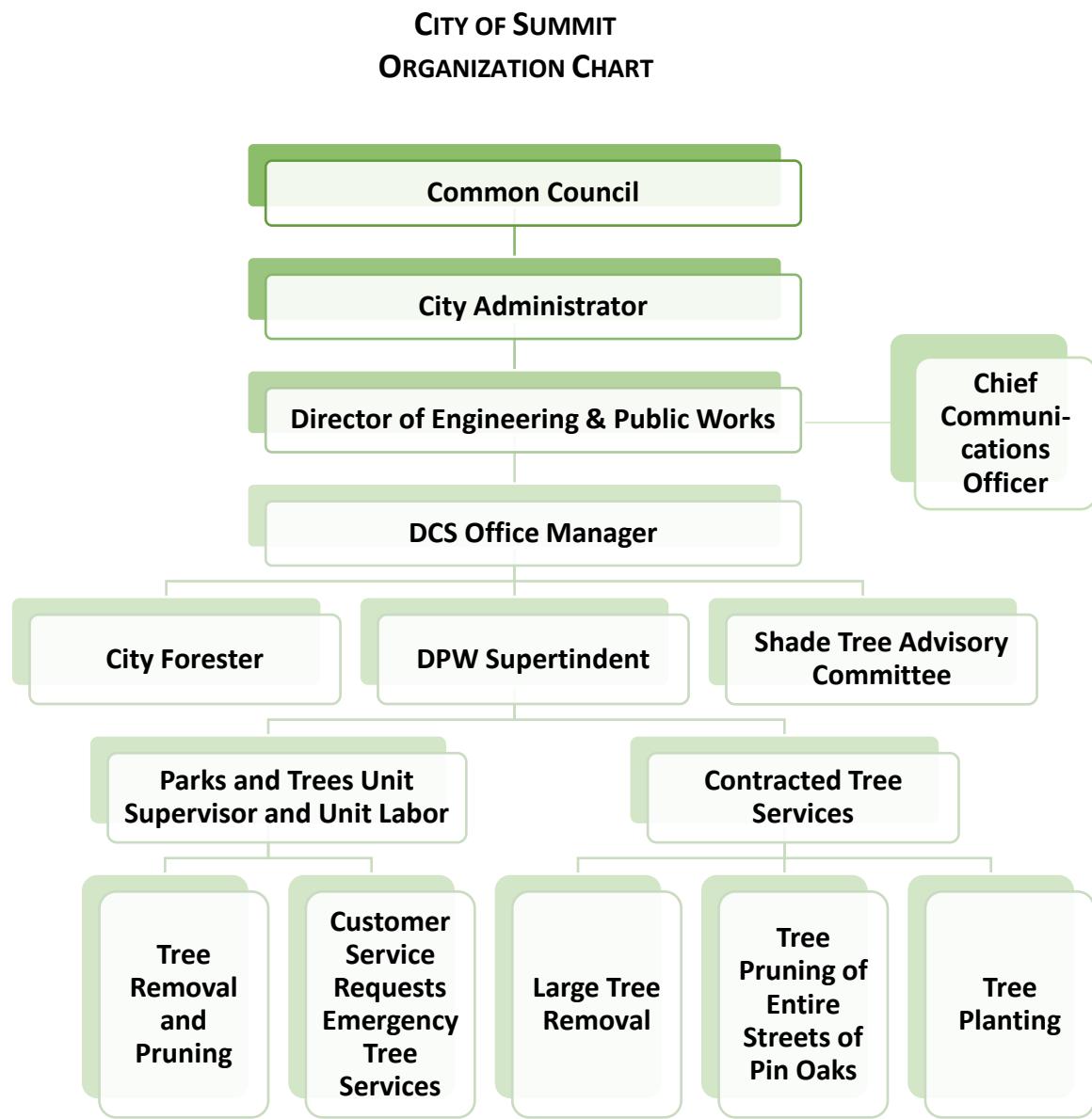
Wood Utilization

The City purchased a wood processor in 2025. Residents are permitted to bring home one pickup truck load of split firewood per week. This initiative has greatly reduced waste wood disposal costs while adding a very popular recycling option.



SECTION 3. COMMUNITY FORESTRY

A) COMMUNITY FORESTRY PROGRAM ADMINISTRATION



As evidenced by the above chart, Summit has a very effective table of organization and a responsive customer service program. Residents call or e-mail tree service requests directly to the Department of Community Services where they are logged into the computer. The tasks are assigned either to the Forester or the Parks and Shade Tree Supervisor for follow-up. The Forester makes inspections on his next scheduled day in the office, or the Parks and Shade Tree Supervisor inspects service requests as part of his routine duties.

Completed inspections become prioritized work orders when the results are entered into the computer. Work orders remain in the computer, providing a historical record of work requested and work performed.

COMMON COUNCIL

- Approves the Community Forestry Management Plan.
- Approves operational and capital budgets.
- Maintains a liaison with the Shade Tree Advisory Committee.

CITY ADMINISTRATOR

- Channels information to the appropriate Department Head.
- Interacts on a regular basis with the Director and Deputy Director of Community Services.

DIRECTOR – ENGINEERING, PUBLIC WORKS AND DCS OFFICE MANAGER

- Jointly serve as the City Shade Tree Contact.
- Oversee the day-to-day administration of the tree maintenance operation.
- Prepare annual tree-related budget requests.

CHIEF COMMUNICATIONS OFFICER

- Publishes regular tree-related informational updates on social media.
- Maintains a Shade Tree Presence on the City website.
- Summit's main Public Education, Awareness and Outreach Advocate.

DPW SUPERINTENDENT

- Oversee the physical day-to-day operation of the Parks and Shade Tree Unit.
- Provides an extra set of eyes and ears over the entire Public Works Organization as it relates to trees.

CITY FORESTER

- Part-time consultant who is a Licensed Tree Expert.
- Creates tree-related work orders.
- Conducts an annual Windshield Tree Survey.
- Attend Shade Tree Advisory Committee Meetings.
- Assists in preparing tree-related news releases and provides weekly customer service.
- Prepares tree-related Grants and the 5-year Community Forestry Management Plan.

CUSTOMER SERVICE REQUEST PROCESSING

- The Department of Community Services implemented an innovative computerized service request system several years ago. All requests for services provided by the Department are recorded on the computer. This includes all public works activities, such as all service requests for tree work on City properties and in the right-of-way. The Work Order Requests remain in the computer as active requests until they are inspected and the request is resolved.
- Tree hazard and tree replacement inspections are made by the Parks and Shade Tree Supervisor or by a part-time Forester. Hazardous tree inspections and situations requiring additional expertise are customarily reserved for the Forester who is usually available at short notice, if necessary.
- Upon making the inspection and recommendation for action, the work request is categorized by work category, i.e. Class II, III, or IV, pruning, tree removal, request for planting, stump removal, tree surgery, cabling, etc.
- The Public Works Division is fully equipped to provide a full range of shade tree services. Presently most customer service requests, small tree removal, tree planting, and shade tree emergencies are handled in-house. Large tree removal service is contracted to outside vendors during November through March. Street planting is contracted out.

SHADE TREE ADVISORY COMMITTEE (10 members)

- Helps maintain required Core and annual CEU requirements and provides insight into developing City tree-related policies and ordinances.
- Meet monthly except during the summer - members include liaisons with the Common Council, Zoning Board, Planning Board, local builders, and Reeves-Reed Arboretum, as well as the public-at-large.
- Oversee writing the 5-year Community Forestry Management Plan.
- Sponsors Arbor Day and educational programs at the library and the “Summit Suckers,” a volunteer street and park tree branch elevation organization.
- Maintains the Landmark Tree List.

PARKS AND SHADE TREE SUPERVISOR

- Oversees a four-member tree crew and make tree removal application inspections.
- Co-ordinates joint tree removal efforts with utility companies.
- Schedules and co-ordinates work contracted out to private tree companies.
- Oversees maintenance of tree equipment.

PARKS AND SHADE TREE STAFF

- Conduct most tree pruning, tree removal, and stump removal tasks in-house.
- Receive annual Line Clearance Certification.

CONTRACTED TREE SERVICES

- The City of Summit has a well trained and equipped four-member tree crew capable of handling most tree maintenance problems. However, many of the large street trees cannot be reached by the City's aerial bucket truck, and many large tree removals require a tree crane and specialized equipment. Most of the tree planting is contracted out due to time constraints during spring and fall.

B) PARTNERSHIPS (NGOS, NON-PROFIT ORGANIZATION, INTERDEPARTMENTAL)

The City of Summit gets by “with a little help from our Friends.” Here are just a few:

Jersey Central Power and Light - They help us. We help them.

Morris County Cooperative Pricing Council - Used to remove large and difficult trees.

The Environmental Commission - Our Sustainable Jersey partner. Spear headed the Tiny Forest Project.

Summit Downtown – The City maintains over 100 trees in the downtown tree wells.

Our Shade Tree Advisory Board engages in a consortium of Shade Tree Bodies in adjacent municipalities.

Our Public Works Shade Tree Division periodically assists the **Summit Housing Authority** and **Board of Education** with tree-related maintenance.

There are **167** trees in tree pits in the Historic Summit Downtown. This necessitates interaction with **Summit Downtown Inc. (SDI)** in terms of signage and storefront visibility.

Two trees were recently planted at the Summit Volunteer First Aid Squad.

There is an abandoned rail line through the City which is being converted to a walking path and park. It is called “**The Park Line.**” Though it is run through a private 401C3, the Shade Tree Division has devoted a lot of tree maintenance work there.

Similarly, **Reeves-Reed Arboretum**, though City property is run through a private organization. The Shade Tree Division assists with tree debris disposal, and the Arboretum runs instructional classes for all ages.

C) TRAINING

Funding is annually budgeted for the mandatory New Jersey Forestry Council's training requirements in the Public Works Operational Budget. It is the City's intention to always have at least one member of the Shade Tree Advisory Committee and one member of the Public Works Division Core Certified. It is our intention to maintain or exceed this balance in the future. Presently, two active volunteers and one active employee are Core Certified.

Each year CEU credits are accrued by both the Shade Tree Advisory Committee members and Public Works Division staff in training sessions sponsored by the New Jersey Forestry Service. The City sends field personnel to pertinent training sessions whenever possible. Specific refreshment training areas include hazardous tree identification, integrated pest management, and chain saw and chipper safety.

The Rutgers New Jersey Agricultural Experiment Station Office of Continuing Professional Educations offers a course entitled "Hazardous Tree Identification." The course is based on "*A Photographic Guide to the Evaluation of Hazard Trees in Urban Areas*," published by the International Society of Arboriculture, and is the recognized standard text for tree hazard awareness. It is recommended that at least one employee from Parks, Recreation and Shade Tree take the full day course each year. The course is offered twice per year.

The City also participates in training opportunities provided by Union County. The City has three DPW employees certified for Line Clearance Pruning, and maintains annual training provided by ACRT. Two goals over the next 5 years will be for DPW workers to participate in hazard tree awareness courses, and for Shade Tree Advisory members to attend the New Jersey Shade Tree Federation Annual Meeting whenever possible. The advancing Emerald Ash Borer, Bacterial Leaf Scorch, Beech Leaf Disease, and Spotted Lantern Fly infestation, necessitates that we proactively provide integrated pest management training for as many employees and volunteers as possible.

D) STATEMENT OF SHADE TREE OPERATIONAL BUDGET

		CFMP BUDGET	5-YEAR EXTENDED
Administration	Municipal Salaries	\$672,530.00	\$3,362,650.00
	Fringe		
	Indirect Costs		
	<i>Forestry Consultant</i>	\$55,000.00	\$275,000.00
	Volunteer Contribution <i>(Rate can be found at www.independentsector.org)</i>	\$900.00	\$4,500.00
	Other		
Subtotal		\$728,430.00	
UCF Stewardship	Planting	\$40,000.00	\$200,000
	Pruning	\$40,000.00	\$200,000
	Stump Removal		
	Leaf Collection		
	Insect/Disease Management		
	Emerald Ash Borer Management		
	Other	\$127,000.00	\$635,000.00
Subtotal		\$ 207,000.00	
Education and Outreach	Training and Education <i>(Municipal + County Employee)</i>	\$1,000.00	\$5,000.00
	Training and Education <i>(Volunteer)</i>		\$8,697.50
	Public Outreach	Provided by another department	
	Other		
Total		\$936,430.00	\$4,690,847.50

Most shade tree vehicles and large equipment are on 20-year Capital Budget Replacement Schedules. This information is not included in the above Operational budget.

E) EQUIPMENT

- 75' Bucket Truck
- Clam Bucket Log Truck
- 1800 and 1200 Vermeer Chippers
- GMC Chipper Truck
- Vermeer Stump Grinder
- 310 John Deere Backhoe/loader
- Various small equipment Chain saws ,ropes and hand saws Ect.
- Log Splitter (Transfer Station)
- Wacker Neuson With Brush Grapple

SECTION 4. COMMUNITY ENGAGEMENT AND WELL-BEING

A) GENERAL

Summit is blessed with having talented community volunteers. Our well-rounded Shade Tree Advisory Committee membership is made up of as follows:

- Summit Common Council Liaison
- Planning Board Liaison
- Zoning Board Liaison
- Reeves-Reed Arboretum Representative
- SEDAC Representative
- Citizen-at-Large
- Builder/Developer
- Environmental Commission Liaison
- City Forester

The combined effort of these talented people provides Summit with a well-rounded view of its urban forest. The City actively utilizes the City website to distribute pertinent tree related information. Hard copies of tree brochures are distributed in the Community Services Department Lobby. There is tree related input in all Planning and Zoning Board applications.

We encourage residents to participate in choosing replacement tree species within City right-of-way adjacent to their property.

Creative thoughts go into annual Arbor Day observances.

The Department of Community Services welcomes and promptly responds to all emails and voice mails.

The Department of Community Services lobby is stocked with informational brochures on tree preservation on construction sites, mulching, and current insect and disease problems. This information is duplicated on the City website www.Cityofsummit.org

After much deliberation, the Tree Protection and Removal Ordinance was revised to meet NJDEP Storm Water MS4 requirements and an Invasives ordinance banning Running Bamboo was introduced. This management plan was reviewed by the Shade Tree Advisory Committee and the Summit Common Council prior to its submittal to the NJ Forest Service.

The Shade Tree Advisory Committee's Fall evening "Tree Talk Presentations", co-sponsored by the Reeves-Reed Arboretum continue to be popular.

The 4-year, 1000 tree planting campaign was very successful and of course Arbor Day gives Summit's shade tree program extensive exposure. The Shade Tree Advisory Committee tags all new street trees with species identification and maintenance recommendations. Summit participates in the Greening Union County Tree Planting Program where Union County underwrites 50% of the cost of street tree planting.

B) URBAN FOREST BENEFITS

Heat Mitigation – Zoning and Planning applications typically require trees to be planted in parking lots.

Stormwater Reduction – The City revised its Tree Protection Ordinance to conform with NJDEP MS4 Guidelines. New construction requires the addition of dry wells.

Aesthetic Value of Tree Canopy - We try to plant large growing shade trees when we can.

Distribution of Tree Canopy - Summit meets both urban and suburban canopy goals.

Management of Tree Canopy - When living trees on private property are removed, there are tree replacement requirements.

Notable Patterns Overlapping with Residential Characteristics - In many instances, it is trees on private property that compose Summit's Tree Canopy. It then is not necessary or desirable to plant trees within the City rights of way as extensive tree canopy coverage exists on private property.

SECTION 5. PLAN IMPLEMENTATION

A) ELEMENT, OBJECTIVES AND ACTION ITEMS

The City of Summit has been maintaining its street trees for over 100 years. It is not a question of what we are not doing, but it is a question of what can we be doing more effectively? Fortunately, the City Council appropriates reasonable resources for Summit to maintain a viable tree program. But dedicated employees retire and volunteers burn out or move away. This section deals with the reality of maintaining community engagement and sustainability of Summit's urban forest for the next five years.

Element 1: Public Relations

Objective: To better inter-react with residents, businesses and landowners to help them develop a greater appreciation for the value of trees and what role they can play in their protection and sustainability.

Action Items:

- Encourage community participation in Arbor Day.
- Utilize the City's table at the Sunday Farmer's Market to publicize the value of Summit's tree resources.
- Maintain the stock of fact sheets and informative brochures in Summit's Community Services Department lobby.
- Utilize the City website more effectively,

Element 2: Health and Maintenance of Summit's Tree Canopy

Objective: To be vigilant and proactive regarding numerous attacks to our tree population from manmade as well as natural sources.

Action Items:

- Utilize Summit's tree inventory to locate species that are susceptible to insect and disease problems.
- Enforce Summit's Invasive Species Ordinance to proactively remove Tree of Heaven and Running Bamboo from the City.
- Encourage and support the Summit Suckers Program.
- Maintain the City tree inventory by deleting trees removed and adding trees planted.

Element 3: Training of Volunteers (and Employees)

Objective: Ensure that volunteers and staff are adequately trained to fulfill their respective roles in Summit's shade tree program.

Action Items:

- Check Summit's accreditation status to make sure Summit's annual required CEUs are met and at least one volunteer and one employee are CORE certified.
- Maintain DPW's ACRT Line Clearance Certification by annually attending a refresher course.
- Train the Summit Sucker volunteers in tree pruning techniques.

Element 4: Township Engagement

Objective: Regularly engage with all organizations mentioned in Section 3.b. – Partnerships.

Action Items:

- Be attentive to the seasonal interests of these partnerships.
- Maintain a calendar listing of engagement meetings/events.

Element 5 Disaster Planning

Objective: Meet with Office of Emergency Management personnel to be ready when disaster strikes.

Action Items:

- Have emergency contacts with tree maintenance companies to ensure response is within a short turnaround time.
- Be on a first name basis/speed dial contact with all utility supervisors.

B) ACTIVITY SCHEDULE

Ongoing Annual Tree Program Activities 2026 – 2030:

<ul style="list-style-type: none"> Maintain ACRT Line Clearance Training for 3 DPW workers. 	<ul style="list-style-type: none"> Keep Department of Community Services Department lobby well stocked with pertinent brochures. Such as proper planting and mulch techniques, insect and disease alerts.
<ul style="list-style-type: none"> Continue to offer education training at Reeves-Reed Arboretum. 	<ul style="list-style-type: none"> Partnerships – maintain a close relationship with the surround municipality consortium.
<ul style="list-style-type: none"> Maintain complete street tree inventory by adding trees planted and deleting trees removed. 	<ul style="list-style-type: none"> Plan creative Arbor Day celebrations.
<ul style="list-style-type: none"> Stay current with tree pruning and removal work orders. Provide Hazard Tree Identification training for personnel. Conduct an annual windshield tree survey. 	<ul style="list-style-type: none"> Maintain informative evening meetings at Reeves – Reed Arboretum and open them up to surrounding municipalities.
<ul style="list-style-type: none"> Watering – Contract out water of recently planted trees. 	<ul style="list-style-type: none"> Tree Removals – Stay current with tree removal work orders. Contract out large tree removals.
<ul style="list-style-type: none"> Mulching – Disperse mulch volcano brochure in Community Services Department lobby. 	<ul style="list-style-type: none"> File an Annual Accomplishment Report.
<ul style="list-style-type: none"> Maintain tree planting budget line item. 	<ul style="list-style-type: none"> Apply for Tree City, USA recertification.
<ul style="list-style-type: none"> Continue to pursue grants and funding options. 	<ul style="list-style-type: none"> Upgrade equipment as necessary.
<ul style="list-style-type: none"> Continue to promote a No-Net Tree Loss platform, along with the Right Tree/Right Place platform. 	<ul style="list-style-type: none"> Maintain a budget commensurate with the number of trees to be contractually removed.
<ul style="list-style-type: none"> Provide tree planting facts sheets to property owners and utilize the City website to educate the public on the many benefits of street trees on private property. 	<ul style="list-style-type: none"> Continuing promoting the use of Root X and other trenchless technology options in sewer lateral maintenance.
<ul style="list-style-type: none"> Address lawn surface root issues on a case-by-case basis, either by property owners for private property, or by City labor for City properties. 	<ul style="list-style-type: none"> Plant replacement species that are appropriate for a given site, paying special attention to the planting belt width and whether a potential conflict exists with overhead utilities.
<ul style="list-style-type: none"> Utilize “Trees for New Jersey Streets”, published by the New Jersey Shade Tree Federation, as our guide for street tree selection. 	<ul style="list-style-type: none"> Furnish tools and training for “Summit Suckers” for branch elevation of young trees.

SPECIFIC GOALS

2026

- Be observant of possible new insect and disease problems and provide IPM training for key personnel.
- Accelerate planting program to replace Ash population and maintain Summit's tree canopy
- Send one municipal employee for Core Training to replace existing Core Trained employee who will be retiring
- Storm readiness, response, aid recovery
 - Continue a co-operative program with the JCP&L utility line clearance activities in the City
 - Consider contracting emergency services to respond within 2 hours of notification
 - Provide cross-training to enable use of all Public Works personnel in the event of a tree-related emergency
 - Organize escape routes, storm debris damage collection
 - Establish an early warning and communication system
 - Wildfire in the City of Summit is extremely unlikely. Summit has a full-time/full-service Fire Department. River Road, the NJ Transit Rail Line, and Union County Park System are the only places where wildfire could occur. Check with Fire Department to see if they have any issues with wildfire or conditions at City of Summit Transfer Station
 - Update Landmark Tree Program & windshield approval/review process
 - Create a virtual arboretum of Landmark Trees on the City website
 - Prepare a fact sheet on storm damage prevention and after tree care for property owners
 - Provide a copy of the "2026-2030 Community Forestry Management Plan" to the City Planner
 - Apply for a "Tree City USA Award" and an "Annual Accomplishment Report"

2027

- Modify existing ordinances as necessary. We recently made changes to our Tree Preservation Ordinance to comply with NJDEP MS-4 Stormwater Guidelines.
- Compare existing invasive ordinances with invasive ordinances in other municipalities.
- Apply for CSIP funding to conduct a sidewalk survey of uplifted sidewalk conditions and maintain existing tree root programs and communication with Zoning Inspectors regarding sidewalk maintenance.
- Update our Landmark Tree List and post a virtual arboretum on the City website.
- Explore other municipal Shade Tree websites.
- Maintain approved status.
- Continue with unfulfilled goals from prior years.
- Apply for Tree City USA Award and file an Annual Accomplishment Report.

2028

- Soil Quality Assessment/Improvement
 - Explore using Biochar in tree planting specifications
 - Send soil samples to Rutgers lab when revitalizing landscape areas
 - Tree Bed Improvement
 - True Bed Expansion – look for compromised area
 - Enhanced Tree Beds
 - Structural Soil – Utilized in Summit's downtown renovation 20 years ago
 - Tree Protection – Tree trunk guards are specified in our planting contracts.
- Provide Hazard Tree Identification refresher courses to DPW Personnel.
- Maintain approved status.
- Continue with unfulfilled goals from prior years.
- Apply for Tree City USA Award and file an Annual Accomplishment Report.

2029

- Promote Summit Commemorative Tree Dedication Program within the park system.
- Provide at least one public educational outreach workshop or program annually.
- Encourage homeowners to replant large shade trees on their own property.
- Continue with unfulfilled goals from prior years.
- Apply for Tree City USA Award and file an Annual Accomplishment Report.

2030

- Maintain approved status.
- Continue with unfulfilled goals from prior years.
- File for Tree City USA Award and file an Annual Accomplishment Report.
- Apply for a Green Communities Grant to write the next 5-year Community Forestry Management Plan/

SECTION 6. EXHIBITS

- A) ANNUAL TREE ACTIVITY SUMMARY – 2018 - 2025**
- B) RECENT ARBOR DAY OBSERVANCES**
- C) TREE REMOVAL PERMITS ISSUED FOR PRIVATE PROPERTY – 2007-2025**
- D) GRANTS RECEIVED BY THE CITY OF SUMMIT – 2002-2025**
- E) TREE ORDINANCES – CHAPTER 29**
- F) 2025 ACCREDITATION STATUS**

A) ANNUAL TREE ACTIVITY SUMMARY (2018-2025)

YEAR	ACTIVITY		
	TREES PLANTED	TREES PRUNED	TREES REMOVED
2025	50	130	170
2024	51	150	148
2023	50	137	200
2022	125	119	138
2021	175	153	212
2020	598	189	137
2019	70	173	164
2018	66	150	130
TOTALS	1,185	1,201	1,299

B) RECENT ABOR DAY OBSERVANCES

2019	April 29, 2019, Lincoln Hubbard Elementary School- Kwanzaan Cherry
2020	Covid – No Arbor Day
2021	April 23, 2021, Summit High School
2022	Summit High School – April 29, 2022
2023	May 13, 2023, Tiny Forest – 265 Native Tree Species Dedicated
2024	Tiny Forest – October 18, 2024
2025	Summit High School Football Field

C) TREE REMOVAL PERMITS ISSUED FOR PRIVATE PROPERTY

YEAR	PERMITS ISSUED
2025	294
2024	306
2023	280
2022	297
2021	292
2020	300
2019	255
2018	246
2017	241
2016	179
2015	201
2014	229
2013	213
2012	209
2011	250
2010	153
2009	173
2008	175
2007	166

D) GRANTS RECEIVED BY THE CITY OF SUMMIT

2025	Greening Union County.....	\$10,000
2024	Greening Union County.....	\$10,000
2023	Greening Union County.....	\$10,000
2022	Greening Union County.....	\$20,000
2021	Greening Union County.....	\$ 8,000
2020	Greening Union County.....	\$10,000
2019	Greening Union County.....	\$15,000
2018	Greening Union County.....	\$10,800
2018	Green Communities Grant.....	\$ 3,000
2017	Greening Union Count.....	\$ 7,800
2017	CSIP Tree Maintenance Grant.....	\$25,000
2016	Greening Union County.....	\$ 9,000
2015	Greening Union County.....	\$ 7,250
2014	Greening Union County.....	\$ 6,875
2013	Greening Union County.....	\$ 6,250
2012	Green Communities Grant.....	\$ 2,250
2012	Greening Union County.....	\$ 7,000
2011	Greening Union County.....	\$ 5,000
2010	BSF Grant used to contractually remove large trees.....	\$ 9,000
2009	Greening Union County 50% match.....	\$10,000
2008	New Jersey Tree Foundation – 75 trees installed in Fall.....	(\$20,000 value)
2007-2008	Greening Union County.....	\$10,000
2007	New Jersey Tree Foundation – 75 trees installed in Spring.....	(\$20,000 value)
2006	New Jersey Tree Foundation – 75 trees installed in Fall.....	(\$20,000 value)
2006	Greening Union County – Planted 40 trees in Fall, 50% match.....	\$ 3,890
2006	Community Stewardship Incentive Program Grant.....	\$15,000
		with a \$6,150 City Match to prune 110 street trees
2006	Cool Cities Tree Planting Grant.....	\$15,000
		with a \$14,700 City Match to plant 100 street trees
2006	Green Communities Grant to re-write a 5-year Community Forestry Management Plan	
		\$ 3,000
2002	C.S.I.P. Grant obtained to plant trees.....	\$ 9,000

E) TREE ORDINANCES – CHAPTER 29 PROTECTION OF TREES

§ 29-1.	Purpose. DEFINITIONS.	§ 29-8.	Fees and Administrative Conditions.
§ 29-2.	Appointment and Duties of City	§ 29-9.	APPEAL.
§ 29-3.	Forester.	§ 29-10.	ENFORCEMENT.
§ 29-4.	REMOVAL RESTRICTIONS. TREE	§ 29-11.	VIOLATIONS AND PENALTIES.
§ 29-5.	REMOVAL PERMITS.	§ 29-12.	EMERGENCIES.
§ 29-6.	TREE REPLACEMENT.	§ 29-13.	STOP-WORK ORDERS.
§ 29-7.	PROTECTION OF ALL tree(s).	§ 29-14.	Severability.
		§ 29-15.	Effective Date.

[1983 Code Part VI T.23 §§ 1 — 13; Ordinance No. 1766; Ord. No. 06-2728 § 1; Ord. No. 2015-3092; repealed and replaced 6-24-2024 by Ord. No. 24-3321. Amendments noted where applicable.]

§ 29-1. PURPOSE. [Added 6-24-2024 by Ord. No. 24-3321]

This chapter establishes requirements for tree removal and replacement in the City of Summit to reduce soil erosion and pollutant runoff, promote infiltration of rainwater into the soil, and protect the environment, public health, safety, and welfare. The Governing Body of the City of Summit is in agreement with the New Jersey Courts and the New Jersey Shade Tree and Community Forestry Assistance Act that the protection and preservation of tree(s) has been found to positively and unquestionably affect the public interest. The New Jersey Shade Tree and Community Forestry Assistance Act, N.J.S.A. 13:1L-17.1 et seq., provides that shade tree(s) and forests are a necessary and important part of community and urban environments, and are critical to the environmental, social, and economic welfare of the State of New Jersey. The Governing Body has also determined that one of the City's characteristics that has made it an attractive and welcoming community are its tree-lined streets and tree canopy. As the preservation, protection, maintenance, and controlled removal of certain tree(s) is essential to the health, safety, economy, and general welfare of the City of Summit, it is essential to designate this chapter for the regulation of tree welfare on public and private lands.

§ 29-2. DEFINITIONS. [Added 6-24-2024 by Ord. No. 24-3321]

For the purpose of this chapter, the following terms, phrases, words, and their derivations shall have the meanings stated herein unless their use in the text of this chapter clearly demonstrates a different meaning. When consistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The use of the word "shall" mean the requirement is always mandatory and not merely directory.

APPLICANT — Any person, as defined in this chapter, who applies for approval to remove tree(s) regulated under this chapter.

BUILDING — A combination of materials to form a construction adapted to permanent, temporary, or continuous occupancy and having a roof.

BUILDING ENVELOPE — The area within the front-yard, rear-yard and side-yard setbacks where construction and site improvements may occur.

CALIPER (TREE CALIPER) — The standard for the measurement of the balled and burlapped replacement tree(s). Caliper is the diameter of the replacement tree trunk measured six inches above the ground level when it is dug at a nursery.

CANOPY COVERAGE — The total foliar area of all living tree(s) within a municipality expressed as a percentage of the total area of a municipality. It can also be used to describe the total foliar area of living tree(s) within a property.

CANOPY SPREAD — The area of foliage beneath the branches of a living tree.

CITY FORESTER — The Administrative Officer of the Protection of tree(s) Ordinance, duly appointed by the Governing Body who shall be N.J. Licensed Tree Expert and shall have the following qualifications: The City Forester shall supervise and ensure the conservation, protection, and care of tree(s), shrubs, and soil within the City, and having otherwise the scope of duties and authority provided for herein.

- a. Bachelor's degree in forestry, arboriculture, horticulture or ecology from an accredited college or university; or
- b. International Society of Arboriculture (ISA) certified arborist; and
- c. A minimum of five years' experience in the planting, care, and maintenance of tree(s).

CITY SHRUB — A shrub located on land owned by the City, the Board of Education, the Board of Recreation, or other municipal body, or which is otherwise located on a street, highway, right-of-way, or parkway.

CITY TREE — A tree located on any land owned by the City, the Board of Education, or other municipal body, or which is located within the public right-of-way on a street, highway, or parkway, or in the public right-of-way adjacent to (or specified distance from) the portion of the street reserved for vehicular traffic, excluding County and State right-of-way. This also includes tree(s) planted in planting strips within the roadway right-of-way, i.e., islands, medians, municipal parking lots, pedestrian refuges, or tree(s) temporarily deemed a City Tree through temporary easement. The term can also be referred to as a Street Tree.

COMMUNITY FORESTRY MANAGEMENT PLAN — A plan developed by municipalities/counties outlining the goals and objectives for managing tree(s) on municipal property with the intent of minimizing liability to the municipality and maximizing the useful life of the tree resource. The plan is to be approved by NJ Department of Environmental Protection, Division of Parks and Forestry, NJ Forest Service. The Plan encourages volunteer participation in the implementation of the Plan's goals and objectives.

CRITICAL ROOT RADIUS (CRR)/ZONE — The area around the base of a tree where the majority of the root system is found. This zone is calculated by multiplying the diameter at breast height (DBH) of the tree by 1.5 feet. For example: a tree with a six inches DBH would have a CRR = 6" x 1.5' = 9'.

DBH (DIAMETER AT BREAST HEIGHT) — The diameter of the trunk of a mature tree generally measured at a point of 4.5 feet above ground level from the uphill side of the tree. For species of tree(s) where the main trunk divides below the 4.5-foot height, the DBH shall be measured at the highest point before any division.

DRIPLINE — The circular area surrounding a tree, the radius of which area shall be the distance from the trunk of the tree to the outermost branches of the tree.

EMERGENCY — An event or events, disease or condition which has damaged or destroyed a tree or tree(s), such that the continued presence of such damaged or destroyed tree or tree(s) imminently threatens life or property in proximity thereto.

ENFORCEMENT OFFICER — The Director of Community Services, Parks and Shade Tree Foreperson, the City Forester, the Superintendent of Public Works, Code Enforcement Officer, or a representative duly authorized by the Director of Community Services or City Forester.

EROSION — The detachment and movement of soil or rock fragments by water, ice, wind, and gravity.

EXEMPT AREA — The lot area as provided in this chapter for which tree replacement shall not be required, such as a NJDEP designated wetlands area.

HAZARD TREE — A tree or limbs thereof that meet one or more of the criteria below. Tree(s) that do not meet any of the criteria below and are proposed to be removed solely for development purposes are not Hazard Tree(s). A Licensed Tree Expert is required to make all Hazard Tree determinations.

- a. Has an infectious disease or insect infestation; or
- b. Is dead or dying and/or is determined to be a threat to public health, safety, and/or welfare by a Licensed Tree Expert (LTE); or
- c. Obstructs the view of traffic signs or the free passage of pedestrians or vehicles, where pruning attempts have not been effective; or
- d. Is causing obvious damage to structures (such as building foundations, sidewalks, etc.); or
- e. Is a tree which receives an 11 or 12 rating under the International Society of Arboricultural rating method set forth in the ISA tree risk Assessment Manual as determined by an LTE; or
- f. Is listed as an invasive or problematic species in Appendix B.

LANDMARK TREE — A voluntary designation given to a Significant Tree by the City Forester, in each case pursuant to the standards set forth in this chapter and affirmed by resolution of the Summit Common Council. To designate a tree as a Landmark Tree, person(S) must contact the City Forester.

LICENSED TREE EXPERT (LTE) — Individual who is certified by the State of New Jersey Board of Tree Experts, whose license is current and in good standing in the State of New Jersey, and is well-experienced in planting, care, and maintenance of tree(s).

MANAGEMENT PLAN — A preservation plan for existing tree(s), prepared by a Licensed Tree Expert specific to a property requesting a Tree Removal Permit.

MUNICIPAL AUTHORITY — Personnel who work for the City of Summit.

NON-STREET TREE — Also known as a Private Tree, shall mean any tree other than a City Tree as defined in this chapter.

OPEN SPACE — Any preserved parcel or area of land or water essentially unimproved and set aside, dedicated, designated, or reserved for public or private use and enjoyment or for the use and enjoyment of owners and occupants of land adjoining or neighboring such open spaces, provided that such areas may be improved with only those buildings, structures, streets and off-street parking and other improvements that are designated to be incidental to the natural openness of the land.

ORNAMENTAL TREE — A small tree growing to a maximum height of 25 feet, planted mainly for its aesthetic value. Ornamental tree(s) are typically flowering, non-fruit producing tree(s) possessing interesting shapes, leaf color, fall color, or unusual bark patterns.

PERIMETER — The area of an individual property that is outside the Building Envelope and outside the permitted areas for accessory structures as defined and regulated in the Development Regulation Ordinances of Summit currently in effect.

PERSON — Any individual, resident, corporation, utility, company, partnership, firm, or association.

PLANTING STRIP — Typically means that part of public right-of-way between the paved road and the private abutting property line. If there is a sidewalk, the planting strip would refer to that portion of the land within a municipal right-of-way between the curb and the sidewalk.

PRIVATE TREE — Also known as a Non-Street Tree, shall mean any tree other than a City Tree as defined in this chapter.

PROTECTED ROOT ZONE — Defined by either the Critical Root Zone or the area beneath the Dripline, whichever is greater.

PROTECTIVE BARRIER/BARRIER — Restrictive fencing or barrier constructed to protect the root system or trunk of a Tree from damage or encroachment.

REPLACEMENT TREE — A tree, planted to comply with the condition of a Tree Removal Permit, properly balled and burlapped, in compliance with the conditions of Appendix A and Private/Non-Street Tree replacement requirements table, and deemed acceptable to the City Forester.

RESIDENT — An individual who resides on the residential/commercial property, is the property owner of the residential/commercial property, or contractor hired by the individual who resides on, or is the property owner of, the residential/commercial property where a tree(s) regulated by this chapter is removed or proposed to be removed.

ROOT SYSTEM — Tree roots within the dripline where no construction activity or re-grading may take place.

SHADE TREE — A tree that meets or exceeds the height of 50 feet at maturity.

SHADE TREE ADVISORY COMMITTEE (STAC) — A Committee, composed of resident volunteers, which has been formed to advise the city on forestry-related matters.

SIGNIFICANT TREE — (i) any woody perennial plant (species found commonly in Summit) having a six inch DBH for non-street/private tree(s) or two and one-half inch for Street Tree(s); or (ii) any Landmark Tree. The diameter of tree(s) composed of multiple stems or trunks, in most cases, shall be the sum of each individual stem or trunk at DBH.

SPECIMEN TREE — A tree that possesses distinctive form, size or age, and that has good aesthetic value, and including, without limitation, small hardwoods such as dogwood, and redbud. Any tree in fair or better condition which is recommended by the Shade Tree Advisory Committee (STAC) or City Forester based on considerations of whether the tree is a rare species of specimen thereof: is unusual in height, trunk diameter or dripline circumference for a tree of its species; has foliage of an unusual quality for a tree of its species; occupies a location which confers special shade, fragrance, erosion control, aesthetic, scenic enhancement, historic, preservation or cultural values to the community. For purposes of this definition, "in fair or better condition" shall mean that a tree has a relatively sound and sated trunk with no evidence of extensive decay or visual evidence of being hollow and with no major insect or pathological problem and has an anticipated life space of 10 years or more.

STREET TREE — Defined as a City Tree in the City of Summit.

TREE — Any deciduous or coniferous species which where the following can apply:

- a. A woody perennial plant, and
- b. Typically having a single stem or trunk growing to a considerable height, reaching a typical mature height of 12 feet or more, and/or
- c. Has a typical DBH of six inches or greater, measured at 4.5 feet above grade, and/or
- d. Bearing lateral branches at some distance from the ground.

TREE DAMAGE — Any purposeful or accidental actions which causes a tree(s) harm which includes, but is not limited to, excessive pruning, application of substances that are toxic to the tree, over-mulching or improper mulching, improper grading, and/or soil compaction within the Critical Root Radius around the base of the tree that leads to the decline and/or death of a tree and shall be treated the same as tree removal.

TREE DEDICATION FUND — A fund established by the governing body for the administration and promotion of tree and shrubbery resource sustainability projects and practices which are consistent with the City of Summit Community Forestry Management Plan.

TREE PROTECTION AREA — The area beneath the dripline.

TREE REMOVAL — To kill or to cause irreparable tree damage that leads to the decline and/or death of a tree. Removal does not include responsible pruning and maintenance of a tree, or the prescribed application of treatments intended to manage invasive species, insects, or disease.

TREE REMOVAL PERMIT — A license issued by the Department of Community Services to remove or destroy a tree or tree(s).

TREE REMOVAL PERMIT APPLICATION — A form issued by the Department of Community Services requesting permission to remove a tree(s) in the City of Summit which shall not be approved unless deemed complete by the City Forester or Enforcement Officer.

TREE REMOVAL PLACARD — A placard issued by the Department of Community Services designating an approved TREE REMOVAL pursuant to the conditions of this chapter.

TREE REPLACEMENT FEE — A fee calculated based on the average bid cost per tree, for all types of tree(s) purchased by the City of Summit, in its two most recent contracted planting projects and updated accordingly, but no more than twice annually, on the Tree Removal Permit application. If there is no bid within 12 months, the fee is then calculated at the local nursery's average cost of a tree multiplied by a factor of three.

TREE REPLACEMENT PLAN — A plan submitted by the applicant and approved by the City Forester for the required replacement of tree(s) on a site to include the proposed location, quantities, and placement of replacement tree(s) on public or private property.

TREE REPLACEMENT REQUIREMENTS TABLE — A chart outlining the number of tree replacement(s) and conditions.

§ 29-3. APPOINTMENT AND DUTIES OF CITY FORESTER. [Added 6-24-2024 by Ord. No. 24-3321]

A City Forester shall be appointed by the Department of Community Services, through an annual Request for Services process, with services commencing January 1 and ending December 31, or a specified twelve-month period. The City Forester shall possess the qualifications defined in Section 29-2 and shall be paid for any services authorized on behalf of the City in accordance with an annual fee schedule established with the City. The City Forester shall be prohibited from taking any action on or representing any Summit private clients while under contract with the City. After the selection of the City Forester, the City shall enter into a contract with the City Forester, which shall set forth the fees charged by the City Forester for providing services to the City.

The City Forester shall perform the following duties set forth in this chapter and shall be responsible for the provisions of this chapter, including:

- a. Perform any necessary inspections, administration and enforcement of tree removal and replacement, and is further authorized.
- b. Issue violation notices and, shall sign complaints, and provide testimony in the Municipal Court for violations of this chapter.
- c. Enter onto private property whereon there is located a tree, tree part, shrub, or plant part, that is suspected to be a public nuisance, and to order its removal if necessary. The City

Forester or Enforcement Officer shall have the authority to require the removal of any tree or plant with an infectious disease or insect problem; dead or dying tree(s); a defective tree limb(s) or tree root(s) that obstruct streetlights, traffic signs, free passage of pedestrians or vehicles; a tree that poses a threat to safety, etc.

- d. The City Forester is expressly authorized to deny Tree Removal Permit(S) in accordance with the provisions of this chapter, for reasons which include, but are not limited to existing tree canopy/ spread, blight circumstances, among other factors.
- e. Prepare an annual report to the Common Council as to the Tree Removal Permits approved or denied by said Forester in each calendar year pursuant to this chapter. Such report shall be supplied on or before March 31 of each year as to the preceding year via the Community Forestry Annual Accomplishment Report submitted to the State of New Jersey.
- f. The City Forester shall attend meetings of the Shade Tree Advisory Committee.
- g. The City Forester may designate Landmark and/or Specimen Tree(s). Any removal of a Landmark Tree or Specimen Tree within the City of Summit.
 - 1. The City Forester, upon request or judgement, shall determine whether any Tree, in fair or better condition, qualifies as a Landmark and/or Specimen Tree.
 - 2. A tree may qualify as a Landmark and/or Specimen Tree if it meets one or more of the following criteria:
 - (a) The tree species is rare; or
 - (b) The tree is more than 100 years of age, or is of a distinctive age, or of notable historic interest to the City of Summit; or
 - (c) The tree is of an unusual height or has an unusual trunk diameter or dripline diameter for a tree of its species; or
 - (d) The quality of the tree foliage is unusual for a tree of its species; or
 - (e) The location, shade value, fragrance, erosion control, aesthetic, features, or scenic enhancement of such tree is of special importance to the City; or
 - (f) The tree possesses distinctive form or size, has good aesthetic value, and including, without limitation, small hardwoods such as dogwood and redbud; or
 - (g) Any tree that occupies a location which confers special shade, fragrance, erosion control, aesthetic, scenic enhancement, historic, preservation or cultural values to the community;
- 3. All tree(s) designated as Landmark and/or Specimen Tree(s) by the City Forester shall

be documented in the City records for periodic monitoring. Records may include appropriate code marks signifying each tree's designation, number, species, age, size, and other distinguishing characteristics.

4. If the owner or owners of the property on which a Landmark and/or Specimen Tree is located consents thereto, the City may identify such tree as a Landmark and/or Specimen Tree by the placement of a suitable marker thereon.
5. If, and when, any Landmark and/or Specimen Tree is removed, the City Forester shall arrange for the necessary changes to be made to the official Landmark and/or Specimen Tree inventory records.

§ 29-4. REMOVAL RESTRICTIONS. [Added 6-24-2024 by Ord. No. 24-3321]

Subject to the exemptions set forth herein, no person shall remove or damage, or cause to be removed or damaged, any tree(s) located on land within the City without the express approval of the City Forester, and in compliance with this chapter, unless such action is specifically exempted by the provisions of this chapter. All provisions of this chapter shall apply to any person removing tree(s) on behalf of any other person, including all tree removal or construction companies or persons in the business of removing tree(s) or construction. It shall be unlawful for any person or company to remove or cause to be removed any tree unless a valid Tree Removal Permit is in effect and a Tree Removal Placard is displayed in accordance with the provisions set forth in Section 29-7; such removal or work shall constitute a violation of this section and shall subject the person or company violating this section to all penalties provided herein.

§ 29-5. TREE REMOVAL PERMITS. [Added 6-24-2024 by Ord. No. 24-3321]

When a Tree Removal Permit is required, it shall be reviewed by the City Forester or Enforcement Officer.

- a. **Tree Removal Permit Required.** A Tree Removal Permit shall be required for any of the following actions:
 1. **Private/Non-Street Tree(s).** Any removal of a Private Tree that is within the City of Summit.
 2. **Removals Under Planning and Zoning Board Applications.** All proposed tree removals submitted as part of a Planning or Zoning Board application shall be reviewed by the City Forester or Enforcement Officer as a condition of application completeness and prior to being heard by either Boards. Any removal of tree(s) proposed as part of a Planning or Zoning Board approval must obtain a Tree Removal Permit, pursuant to this chapter.
 3. **Landmark and/or Specimen Tree(s).** Any removal of a Landmark Tree or Specimen Tree within the City of Summit.
 4. **City Tree(s) and/or Street Tree(s).** No City Tree shall be removed or caused to be removed except by the Department of Community Services or by express written permission of the City to the adjacent property owner who has received a valid Tree Removal Permit issued by the Department of Community Services.

(a) To the extent that any City Tree is located on land not owned or owned in fee by the City, unless specifically exempted in subparagraph B, it shall be unlawful for any person to remove, or cause to be removed, any tree(s), unless the Department of Community Services issues a Tree Removal Permit for the removal if, but only if:

- (1) Such tree is so diseased or so infested as to be a danger to other tree(s) in the City or surrounding communities, or;
- (2) Such tree is dead, meets the definition of a Hazard Tree, or its presence would cause hardship or endanger the public, the property owner, or an adjoining property owner, or;
- (3) Such tree does not contribute to the health, safety, economy or general welfare of the City.

(b) The Department of Community Services may remove a tree that is located on land not owned in fee by the City only after providing 30 days' notice of such intended removal to the owner of such land (or if such owner cannot be found within the City, then within 35 days after the mailing of such notice, postage prepaid, to the post office address of such owner or owners if the same can be ascertained). If within 30 days (or 35 days thereafter), such landowner objects and requests a hearing before the Department of Community Services as to such removal, a hearing shall be held before such tree is removed. Such tree may thereafter be removed by the Department of Community Services provided that the City Forester finds:

- (1) Such tree is so diseased or so infested as to be a danger to other tree(s) in the City or surrounding communities, or
- (2) Such tree is dead, meets the definition of a Hazard Tree, or its presence would cause hardship or endanger the public, the property owner, or an adjoining property owner, existing or proposed structures, or utilities/utility service.

(c) The City Forester shall not plant a tree on any street, highway, right-of-way, or parkway, where the land on which the tree is to be planted is not owned/in fee by the City, without the consent of the owner of such land.

b. Tree Removal Permit Exemptions. A Tree Removal Permit shall not be required prior to removal for the following:

1. Tree(s) that are growing on property being used and zoned as a nursery, tree farm, garden center or fruit orchard; or
2. Tree(s) removed in accordance with a plan developed by a recognized State or Federal environmental protection authority, provided that a copy of such plan is filed with the Department of Community Services; or
3. Any tree located on publicly owned land and removed by the public agency or its representatives; or

4. Emergency removal of dead, diseased, or Hazardous Tree(s) upon certification by a Licensed Tree Expert, provided that a Tree Removal Permit application is filed, with photos and with stumps remaining, within five business days of the emergency tree removal; or
5. Tree(s) subject to the emergency removal process described in this chapter. Additional exemptions may be provided by the City Forester which can include issues with screening, stormwater runoff, erosion, tree health, specific solar needs, among other concerns, as deemed by the City Forester. Proper justification shall be provided, in writing, to City Forester by all persons claiming an exemption; this can include photos and/or statements from a Licensed Tree Expert.

c. Tree Removal Permit application. Applications for a Tree Removal Permit shall be submitted to the Department of Community Services. Forms are located on the municipal website and at the Department of Community Services in City Hall.

1. The application shall contain the following information at minimum:
 - (a) The contact information of the owner of the property where tree(s) are proposed to be removed including, but not limited to, name, address, phone number, and electronic mail.
 - (b) The contact information of the applicant including, but not limited to, name, address, phone number, and electronic email. Where the applicant is not the property owner, written consent of the property owner is required.
 - (c) State of New Jersey six-digit Business Registration Number of proposed contractor, and any applicable subcontractor(s), performing the tree removal work.
 - (d) At the discretion of the City Forester or Enforcement Officer, a tree survey must be submitted as part of the application to determine number, sizes, locations, and exemptions of tree(s) for the assessment of fees and to evaluate tree removal appropriateness given the following conditions:
 - (1) A development plan of the property or diagram that shall contain the following information:
 - (i) A description of the premises where removal is to take place, including lot and block numbers and street addresses as assigned.
 - (ii) A statement detailing the purpose for which the tree(s) are being removed.
 - (iii) An indication of all tree(s) proposed to be removed, specifically by an assigned number, the species and diameter of each tree with a diameter of six inches or more.
 - (iv) An indication of all tree(s) to remain and proposed replacement tree(s), if any as required, including their size and species specifically by an assigned number if necessary. All trees to be removed shall be clearly marked with at least one-inch wide colored tape tied around the trunk.

- (v) Any other information which may reasonably be required to enable the application to be properly evaluated including, but not limited to, a description of the purpose for which this application is to be made, e.g., scenic improvements, hardship, danger to adjacent properties, removal of diseased or damaged tree(s), transplanting or removal in a growing condition to other locations, installation of utilities, drainage of surface water, or other pertinent information.

2. The City Forester or Enforcement Officer may require person(s) to notify adjacent property owners for Significant Tree(s) removals that are near the property line and send proof of communications to City Forester.

d. Standards for Review; Denial; and Issuing Tree Removal Permit. The following standards for review of a Tree Removal Permit application and issuance of such permit by the City Forester or Enforcement Officer shall apply.

1. Permitted Removal. No tree(s) shall be permitted to be removed unless, at a minimum, the tree is:
 - (a) Located within the building footprint of a proposed principal building;
 - (b) Dead, meets the definition of a Hazard Tree, or poses a safety hazard;
 - (c) Located within the area of, or close proximity to, a proposed driveway, walkway, utility line, accessory building, swimming pool, or any other structure and the applicant has a permit from the Construction Office for that purpose;
 - (d) Located in a front-yard area proposed to be landscaped provided that a professionally prepared landscape plan is attached to the application and is approved by the City Forester;
 - (e) Specifically permitted to be removed in a site plan approved pursuant to the Municipal Land Use Law (N.J.S.A. 40:55D-1 et. seq.).
2. No Tree Removal Permit shall be issued for the removal of a healthy Landmark and/or Specimen Tree(s) that can be preserved through pruning, feeding, cabling, spraying, or other such means as the City Forester determines may be reasonably undertaken. All avenues to preserve a Landmark and/or Specimen Tree(s) must be exercised including, but not limited to, coordinating with the City Forester to work around the Landmark and/or Specimen Tree(s).
3. Non-Emergency Removal. Within 15 business days after the submission of an application for a Tree Removal Permit for the removal of a tree or tree(s), which has been deemed complete, the City Forester and/or designee shall review the site and the application and either grant or deny the Tree Removal Permit, or extend for an additional 10 business days the period for review by the end of which s/he shall grant or deny the Tree Removal Permit.
4. Emergency Removal. All emergency removals must leave tree stumps until the City Forester or Enforcement Officer inspects the removal. Within five business days following an emergency, requiring immediate removal of a tree or tree(s) for which a

Tree Removal Permit from the City Forester is required under this section, written notice shall be given to the City Forester by the property owner, supported by sufficient evidence demonstrating in form and content satisfactory to the City Forester that the removal meets the criteria of an emergency removal.

- (a) If such removal is determined to be an emergency by a Licensed Tree Expert, the property owner removing, or causing the removal of, the Significant Tree(s) shall apply for a Tree Removal Permit within five business days of initiating Emergency Tree removal and provide a notarized statement from the Licensed Tree Expert that the removal was an emergency.
- (b) Should any Private Tree need to be removed on an emergency or imminent emergency basis after due notice and non-compliance by property owner or person/party responsible, a lien may be placed on the property for the expense of said tree removal and be subject to additional penalties in this chapter.

e. Reasons for Denials. City Forester or Enforcement Officer can deny a Tree Removal Permit application should the requested removal cause or contribute to the below conditions if such conditions are not otherwise satisfactorily abated as determined by the City Forester or Enforcement Officer:

- 1. Additional runoff of surface water onto adjacent properties;
- 2. Erosion, silting, excessive dust, or anything that may contribute to soil or property instability;
- 3. Significant and adverse environmental impact;
- 4. Impairment to the growth or development of remaining tree(s) on the applicant's property or upon adjacent properties;
- 5. Drainage or sewerage problems;
- 6. Dangerous or hazardous conditions;
- 7. Acutely depresses the value of adjacent properties;
- 8. Acute, adverse impact on screening for neighboring property as determined by municipal authority;
- 9. City Forester's denial is in agreement/conjunction with a utility company when said company is cited as a reason for removal; or
- 10. Such removal is contrary to the mission and protections of Chapter 29.

f. Issuance of Permit. No Tree Removal Permit shall be issued without first being approved by the City Forester or Enforcement Officer.

- 1. Satisfactory review and inspection by the City Forester of the application and associated documents.
- 2. A Tree Replacement Plan may be required, to be approved by the City Forester or

Enforcement Officer, for more than five trees being removed and/or proposed to be removed. City Forester may require a Tree Replacement Plan at any time or for any tree(s) proposed for removal.

3. Any and all permits approved by the Department of Community Services shall be declared null and void if the tree removal is not completed within a reasonable time, not to exceed 12 months after permit issuance. In no situation will the permit be valid for more than 12 months. Permits not used within this period will require a new application and the payment of new fees. For purposes of this section, a permit shall no longer be valid when the work authorized by the permit is completed.
4. The applicant shall prominently display on the site the Tree Removal Placard issued. Such Tree Removal Placard shall be displayed continuously prior to and while tree(s) are being removed or work done as authorized on the Tree Removal Permit and for 10 calendar days thereafter. In addition, the person(s) cutting or removing Tree(s), if other than the applicant, shall carry with them their authorization from the owner or applicant authorizing such person to cut or remove tree(s).

§ 29-6. TREE REPLACEMENT. [Added 6-24-2024 by Ord. No. 24-3321]

All persons shall comply with the tree replacement standard in this chapter unless an exception applies.

- a. Any tree removed pursuant to a Tree Removal Permit shall be replaced as provided below, unless said tree is located in an exempt area, or is dead, or meets the definition of a Hazard Tree, or fatally diseased as determined by a Licensed Tree Expert and confirmed by the City Forester. Tree replacement shall be required in accordance with the standards set forth in ANSI 260.1, American Standard for Nursery Stock and shall be in accordance with the below.
- b. Any person who removes one or more viable or living Private/Non-Street Tree(s), as defined as tree removal, with a DBH of 12 inches or more, per property, unless otherwise detailed under this chapter, shall be subject to the requirements of the Tree Replacement Requirements Table (Section 29-6f) and comply with the specifications set forth in all Appendices.
- c. The species type and diversity of replacement tree(s) shall be in accordance with Appendix A. Should a person want an exception to Appendix A, prior approval must be given in writing by the City Forester.
- d. Before tree(s) are approved for removal, City forester or Enforcement Officer may require remedies which include but are not limited to, pruning, deep root feeding, cabling of structurally weak crotches, etc.
- e. Approved replacement tree(s) shall:
 1. Be planted on site unless all of the replacement tree(s) cannot be physically accommodated in agreement with City Forester;
 2. At a minimum, all deciduous replacement tree(s) shall be 2-2.5 inches caliper balled and burlapped. If planting an evergreen, it should be seven feet - eight feet in height.
 3. Be replaced in kind with a tree that, at full maturity, will possess an equal or greater

DBH than the tree(s) removed to the greatest extent possible as determined by the City Forester. Further the canopy spread, as determined by the City Forester, shall meet the criteria in the Tree Replacement Requirements Table (Section 29-6f);

4. Be planted within 12 months of the date of removal of the original tree(s) or at an alternative date specified by the municipality;
5. Be monitored and guaranteed by the applicant, with periodic compliance action by municipal authority, for a period of two years to ensure their survival and shall be replaced as needed within 12 months;
6. Shall not be planted in temporary containers or pots, as these do not count towards tree replacement requirements;
7. At a minimum, Shade Tree(s) shall be replaced with Shade Tree(s) and Ornamental Tree(s) can be replaced with either Shade Tree(s) to the greatest extent possible or Ornamental Tree(s); and
8. Exceptions may be granted by the City Forester.

f. Resident's Private/Non-Street Tree Replacement Requirements Table:

Category	Tree Removed (DBH)	Tree Replacement Criteria (See Appendix A)	Application Fee
1	DBH of 12 inches or greater	Replant 1 Tree with a minimum Tree caliper of 2-2.5 inches for each Tree removed.	Standard application fee is a flat processing fee of \$50 per approved Tree Removal Permit application, plus a \$25 evaluation fee per approved living tree removed, unless the approved removal(s) is due to an exempted reason. See Section 29-8, Fees and Administrative Conditions.

Tree replacement(s) are in kind with a tree that, at full maturity, will possess an equal or greater DBH than tree removed to the greatest extent possible as determined by the City Forester.

Editor's Note: Appendix A is included as an attachment to this chapter.

g. Replacement Alternatives:

1. If the municipality determines that some or all required replacement tree(s) cannot be planted on the property where the tree removal activity occurred, then the applicant shall do one of the following:
 - (a) Plant replacement tree(s) in a separate area(s) approved by the municipality using a licensed landscape contractor.
 - (b) Pay the tree replacement fee per tree removed in accordance with the schedule in Section 29-8. This fee(s) shall be placed into a fund dedicated to tree planting and continued maintenance of the tree(s).
- h. Tree replacement genus, species, variety, and locations must comply with all Appendices and be approved in writing by the City Forester prior to planting. Replacement tree(s) shall be guaranteed by property owner for two years and subject to periodic compliance inspections.
- i. Invasive species are prohibited as replacement tree(s) and as newly planted tree(s)/shrubs, etc. in the City of Summit. See Appendix B for a prohibited species list.

Editor's Note: Appendix B is included as an attachment to this chapter.

j. Exemptions/Exceptions to tree replacement. The following are exempt from the tree

Replacement Requirements:

1. Tree farms in active operation, nurseries, fruit orchards, and garden centers; or
2. Properties used for the practice of silviculture under an approved forest stewardship or woodland management plan that is active and on file with the municipality; or
3. Any tree(s) removed as part of a municipal, county, or state decommissioning plan. This exemption only includes tree(s) planted as part of the construction and predetermined to be removed in the decommissioning plan; or
4. Any tree(s) removed pursuant to a New Jersey Department of Environmental Protection (NJDEP) or U.S. Environmental Protection Agency (EPA) approved environmental cleanup, or NJDEP approved habitat enhancement plan; or
5. Approved game management practices, as recommended by the State of New Jersey Department of Environmental Protection, Division of Fish, Game and Wildlife; or
6. Hazard Tree(s) may be removed with no evaluation fee or replacement requirement subject to the provisions of this chapter.

Proper justification shall be provided, in writing, to the City Forester by all persons claiming an exemption; this can include photos or statements from Licensed Tree Expert.

Exemptions to the above can be granted by the City Forester which can include issues with screening, stormwater runoff, erosion, tree health, specific solar needs, etc. as deemed by the City Forester. Proper justification shall be provided, in writing, to City Forester by all persons claiming an exemption; this can include photos and/or statements from Licensed Tree Expert as per N.J.S.A. 45:15C-11.

§ 29-7. PROTECTION OF ALL tree(s). [Added 6-24-2024 by Ord. No. 24-3321]

- a. No person shall:
 1. Operate, place, or maintain within the dripline of any tree any machinery, equipment, heavy object, stone, rocks, cement, earth, soil, or other substance which may harmfully affect such tree by unduly compressing the earth or otherwise impeding or preventing the access of water or air to the roots of such tree, or
 2. Excavate around or remove earth or soil from, or cause any water to flow upon, the roots of any tree, except that if provisions of this section create any undue hardship in the appropriate use and enjoyment of property, the City Forester may waive in whole or part such provisions, but only to the extent necessary to alleviate such undue hardship. Additional precautionary practices may be required by the City Forester.
- b. Private Tree(s). The following additional provisions shall apply to Private Tree(s):
 1. Tree protection measures and the limit of disturbance line shown on the site plan or grading plan shall be provided in the field with snow fencing or other durable material and verified by the City Forester prior to soil disturbance.

2. Protective barriers shall not be supported by the plants/tree(s) they are protecting but shall be self-supporting. Barriers shall be four feet high and shall last until construction is complete.
3. Chain link fence may be required for tree protection if warranted by site conditions and relative rarity of the plant.
4. Snow fencing or other substantial fencing used for tree protection shall be firmly secured along the dripline but shall be no less than 12 feet from the trunk and a minimum of three feet in height.
5. There shall be no temporary or permanent grade changes or encroachment within the dripline or Critical Root Radius (CRR)/Zone, whichever is greater, of a tree without a city-approved preservation plan prepared by a Licensed Tree Expert and approved by the City Forester prior to any work commencing.
6. Any excavation within the dripline, or within 12 feet of the trunk of an affected tree(s), whichever is greater, shall be done by airspade or hand-operated equipment.
7. Where a tree that has been noted for preservation is severely damaged and unable to survive, tree replacement shall occur as provided in the Tree Removal Permit.
8. Prior to construction and any tree removals, suitable tree protective barriers shall be erected and this protection, where required by the City Forester, shall remain until such time as the protection is authorized to be removed by the City Forester or Enforcement Officer. In addition, during construction no attachments or wires shall be attached to any of said tree(s) so protected. Where some grading must take place within the dripline of tree(s) in the protection zone, appropriate measures shall be taken to minimize impact to the tree(s). Any tree(s) seriously damaged during construction must be professionally treated by a Licensed Tree Expert or replaced if the damage is beyond treatment.
 - (a) A detail of the existing tree self-supported protective barrier shall be provided on all applications. The protective barrier shall be a minimum of four feet high.
 - (b) The self-supported protective barrier shall be placed, as determined by the city forester or designee, at the dripline of any tree along the limit of clearing and around the entire dripline for tree(s) to remain undisturbed within the limit of clearing as defined by City Forester.
 - (c) It shall be unlawful for any person in the construction of any structure or other improvement to place solvents, material, construction machinery or temporary soil deposits within the dripline.
 - (d) Street right-of-way and utility easements should be delineated by placing stakes a minimum of 50 feet apart and tying ribbon, plastic tape, rope, etc., from stake-to-stake along the outside perimeters of such areas to be cleared.

- (e) Large tree protection areas separate from construction and land-clearing areas into which no equipment will venture may also be delineated as determined by the City Forester or designee following a field evaluation.

c. Maintenance of City Tree(s) and City Shrubs.

1. All City Tree(s) and City Shrubs located on property owned by the City shall be maintained solely by the Department of Community Services or contracted services designated by the Department of Community Services, with certain actions handled by previous mutual agreement by specific designees, such as the Shade Tree Advisory Committee volunteers under direction of the City Forester.
2. All City Tree(s) and City Shrubs located on property not owned by the City, including tree(s) and shrubs located on a street, highway, right-of-way, or parkway, shall be maintained by the owner of the property on which the tree(s) or shrubs are located; provided, however, that the City Forester may cause such City Tree(s) and City Shrubs to be trimmed or removed as part of any on-going program of tree and shrub maintenance in any area of the City where such program is being conducted for the health, safety, economy or general welfare of the City.
3. All City Tree(s) and City Shrubs not included within the provisions of paragraphs 1. and 2. hereof and not located on property owned by the City, but which property is owned by some other person including, but not limited to, the Board of Education, or some other municipal body, may be maintained by the Department of Community Services as is required for the public welfare.
4. If any City Tree and City Shrub requires trimming in order not to constitute a danger to the public or adjoining property owners, the owner of the land upon which such City Tree and City Shrub is located shall, upon being notified in writing by the City Forester, trim or cause to be trimmed, such tree or shrub within 30 calendar days after such notification, or if such owner cannot be found within the City, then within 35 calendar days after the mailing of such notice, postage prepaid, to the post office address of such owner or owners, if the same can be ascertained, unless owner is the City of Summit.
5. It shall be unlawful to commit any of the following acts with respect to City Tree(s) without the prior written permission of the City Forester or Enforcement Officer.
 - (a) Cut, prune, break, injure, alter, or remove any City Tree; or cut, unduly disturb, or interfere in any way with any roots of a City Tree(s).
 - (b) Spray any City Tree with a chemical.
 - (c) Fasten any rope, wire, sign, or other device to a City Tree(s) or to any guard about such a City Tree(s).
 - (d) Install, remove, or injure, any guard or device placed to protect any City Tree(s).
 - (e) Close or obstruct any open spaces provided about the base of a city tree(s), which permit the access of air, water, and fertilizer to the roots of such city tree(s).

(f) String any wires or lines through a public park. The City Forester shall grant such written permission if the activity for which such permission is requested is in the public interest and is not likely to materially injure any City Tree.

6. Any person having or maintaining any electric, telephone, telegraph, cable TV or other wires, or lines running through a public street or park, shall securely fasten and maintain such wires and lines in such a manner as will safeguard City Tree(s) against any damage therefrom and shall make periodic adjustments whenever necessary to prevent damage to City Tree(s) and City shrubs. No electric, telephone, telegraph, cable TV or other wires may be attached to City Tree(s).
7. When necessary to prune or remove any City Tree(s), along a public street, any person having any wires or lines running through or along the public street shall temporarily remove, or cause to be removed, such wires or lines within five business days after the serving upon the owner of the wires or lines or owner's agent, of a written notice from the City Forester.
8. Any person performing line clearance operations (tree trimming) or having line clearance operations performed by any other person or persons shall first obtain the written approval of the City Forester.
9. Any person or persons who cause damage to any City Tree(s) by machines, autos, etc. shall be held liable for damages to the tree or tree(s). Damages shall be corrected or repaired by the City and the liable person or persons billed for the cost of corrections and/or repair.
10. Whenever it shall become the duty of any such owner or owners to cut, trim, remove, or destroy any City Tree or City Shrub and the work as directed by the City Forester shall not have been done at the expiration of the time provided herein, or satisfactory explanation shall not have been presented for such failure, then the Department of Community Services Director or designee, upon presentation of a report in writing by the City Forester, may authorize such work to be performed under the direction of the City Forester and paid for out of the monies of the City for the City's monthly compensation of the City Forester. The cost of this work shall be certified by the City Forester to the person having charge of the collection of assessments in the City. Upon filing the certificate, the amount of the cost of such work shall be paid to the City by the property owner and may be collected by the City in the manner provided by law.
11. No planting is permitted in the City's right-of-way or City property by any person unless explicitly approved by the City Forester in writing prior to planting.

§ 29-8. FEES AND ADMINISTRATIVE CONDITIONS. [Added 6-24-2024 by Ord. No. 24-3321]

- a. City Tree(s). There shall be no fee charged for the issuance of a Tree Removal Permit for the removal of a City Tree by Municipal Authority.
- b. Private/Non-Street Tree(s). In connection with the application for a Tree Removal Permit, the applicant shall pay the fee(s) and abide by the conditions identified below.
 - 1. When a permit has been approved by the City Forester for the removal of a Private Tree that is a Significant Tree, the following fees will be assessed:
 - (a) A non-refundable application processing fee of \$50 per Tree Removal Permit application will be charged unless exempt under this chapter.
 - (b) An additional \$25 evaluation fee will be charged per approved tree removal Tree(s) which are exempt under this chapter are exempt from the \$25 evaluation fee per approved exempted tree.
 - 2. Tree Removal Permit fees collected under this subsection shall be used to subsidize City salary funds for the City Forester's, or Enforcement Officer, hourly fee to inspect tree(s) to be cut, or removed, to render official endorsement, or rejection, of a Tree Removal Permit.
 - 3. Tree Replacement Fees, as defined in this chapter and referenced on the applicant's tree removal application, are collected under this subsection shall be deposited into the Tree Dedication Fund of the City of Summit and shall be used to purchase replacement City Tree(s) within the City of Summit.
 - 4. Field tree replacement conditions are found under Section 29-6, Tree Replacement.

§ 29-9. APPEAL. [Added 6-24-2024 by Ord. No. 24-3321]

Any person aggrieved by a decision of the City Forester shall have the right to appeal such decision to the Department of Community Services Director. Such appeal shall be by written notice stating the reason(s) upon which the appeal is based and filed with the Department of Community Services within 14 business days of the decision of the City Forester.

The Director shall hear the matter, upon notice to the applicant, within 45 days after filing of the notice of appeal. Upon complete review of the application and after hearing the testimony of the City Forester, the applicant, and such other experts as may be appropriate, the Director may reverse, modify, or affirm the aforesaid decision.

§ 29-10. ENFORCEMENT. [Added 6-24-2024 by Ord. No. 24-3321]

- a. The requirements of this chapter shall be enforced by the City Forester or Enforcement Officer who shall seek such penalties as are provided in this chapter. All these named personnel can issue stop-work orders at any time when there is no tree removal placard displayed onsite.

- b. Municipal authority may order to be stopped forthwith any tree work or other activity which they believe is carried on in violation of any provision of this chapter. The order shall be issued in writing and a copy served upon any person engaged in such tree work or such other activity. If no such person is present upon the property, then the order shall be served upon the owner of the property in question. Thereafter, any further work shall comply with the terms and conditions of any Tree Removal Permit issued by the City Forester with respect to such property and the provisions of this chapter.
- c. Additionally, as a condition for the issuance of the Tree Removal Permit, or in any situation where a tree, shrub, or plant part is suspected to be a public nuisance, the applicant/property owner shall agree to the entry onto location premises by representatives of the City of Summit and all law enforcement officers as necessary to effectuate the provisions of this chapter and such entries shall be deemed lawful. Failure to allow such entry shall be unlawful and shall constitute a violation of this chapter and shall constitute failure to display permit as required herein.

§ 29-11. VIOLATIONS AND PENALTIES. [Added 6-24-2024 by Ord. No. 24-3321]

- a. A person, firm, partnership, corporation, association or other legal entity violating, or causing to be violated, any of the provisions of this chapter including, but not limited to, any Person cutting down or removing a City Tree or a Private Tree without obtaining a valid Tree Removal Permit or permitting such removal of the tree in accordance with this chapter, are subject to the below conditions, with each tree removal a single violation/offense:
 - 1. Be required to apply retroactively for a Tree Removal Permit, for the City's records, for the tree(s) already removed and to pay any fees or tree replacement costs as required in Section 29-8b and plant replacement tree(s) as required in Section 29-6; and
 - 2. Can be issued a summons at the discretion of the City Forester or designee, and
 - 3. Can be subject to a fine, to be deposited in the City of Summit Tree Dedication Fund, in an amount equal to:
 - (a) The per tree replacement cost based on the DBH as applied to the number of tree(s) specified in the resident's Private/Non-Street Tree Replacement Requirements Table, multiplied by the number of tree(s) improperly removed;
 - (b) And the total fine as calculated multiplied by two;
 - (c) In addition, the court may order restitution and/or appraised value, whichever is greater, and/or replacement of the tree(s) illegally removed.
- b. A contractor illegally removing tree(s) at the direction of person, firm, partnership, corporation, association or other legal entity associated with the property of the violation(s), shall be subject to a fine of the tree replacement cost(s) as based on the DBH as applied to the number of tree(s) specified in the resident's Private/Non-Street Tree Replacement Requirements Table, multiplied by the number of tree(s) improperly removed. Fines are to be deposited in the Tree Dedication Fund. Repeated infractions may result in suspension of future work in the City of Summit.

- c. The City Forester or other authorized official may institute any appropriate legal action to prevent a continuing and/or gross violation of the terms of the chapter or failure to comply with financial penalties. Upon conviction of such violation be punished by a fine of up to \$2,000 for each offense or to imprisonment for a term not to exceed 90 days, or both, in the discretion of the Judge before whom conviction may be had.
- d. It shall be unlawful and considered a violation of this chapter for any person to engage in the business of tree removal or tree maintenance within the City of Summit and without the applicable certification or license from the N.J. Board of tree Experts for the designated work. All contractors offering tree care services for hire within the City of Summit shall be registered annually with the State of New Jersey and provide their six-digit business number on Tree Removal Permit documentation. Contractors suspected of violations shall provide proof of State of New Jersey business registration, upon request by municipal authority, and a current certificate of insurance showing evidence of employer liability and workers' compensation coverage for the work to be performed. All contractors shall comply with applicable OSHA regulations, ANSI A13.1 Safety Standards, New Jersey Board of tree Experts Pruning Standards for Shade Tree(s) and ANSI A300 Practice Standards. All work to be performed for the City of Summit shall be by or under the direction of a Licensed Tree Expert and in compliance with industry standards for tree pruning, ANSI 2133.1 Safety Standards and ANSI A300 practice standards otherwise directed by or approved by the City Forester.
- e. Person(s) failing to replace a tree(s) which did not survive the two-year guarantee period will be issued a summons and will be subject to a fine and/or the requirement to replace the tree(s) and/or contribute to the Tree Dedication Fund.

§ 29-12. EMERGENCIES. [Added 6-24-2024 by Ord. No. 24-3321]

In case of emergencies such as hurricanes, fire, windstorm, ice storm, flood, freezing temperatures or other disasters, or in the case of dead, meets the definition of a Hazard Tree, or diseased tree(s) that are a hazard to persons or property, the requirements of the regulations set forth in this chapter may be waived by City personnel upon a finding that such waiver is necessary so that the public or private work to restore order on the property in the City of Summit will not be impeded.

§ 29-13. STOP-WORK ORDERS. [Added 6-24-2024 by Ord. No. 24-3321]

Enforcement Officer is hereby authorized to issue stop-work orders to the holder of the Tree Removal Permit and the City Forester is authorized to recommend the issuance of stop-work orders to the City of Summit officials if there is:

- a. A failure to comply with the approved plan such as a site plan, forest management plan or soil conservation plan;
- b. Non-compliance with the Tree Removal Permit granted pursuant to this chapter; or
- c. Non-compliance with the provisions of this chapter.
- d. No display of approved tree removal placard.
- e. The stop-work order shall remain in effect until the City Forester or Enforcement Officer has determined that the resumption of work will not violate the plans, permit or the provisions of this chapter.

§ 29-14. SEVERABILITY. [Added 6-24-2024 by Ord. No. 24-3321]

Each section, subsection, sentence, clause, and phrase of this chapter is declared to be an independent section, subsection, sentence, clause, and phrase, and finding or holding of any such portion of this chapter to be unconstitutional, void, or ineffective for any cause or reason shall not affect any other portion of this chapter.

§ 29-15. EFFECTIVE DATE. [Added 6-24-2024 by Ord. No. 24-3321]

This chapter shall be in full force and effect from and after its adoption and any publication as may be required by law.

F) 2025 Accreditation Status**Municipality:** Summit City**County:** Union**NJUCF Accredited:**

No

To receive and maintain accreditation, the local government must stay up to date with the following requirements:**1. COMMUNITY FORESTRY MANAGEMENT PLAN**

Round	Plan Status	Year Plan Approved	<u>Most Recent Plan Expires Dec 31 of</u>	2024
1	Approved	2001		
2	Approved	2007		
3	Approved	2013		
4	Approved	2019		

2. EDUCATION AND TRAINING**a: CORE Trained Community Representatives**

Name	Type of Representative
Christina Amundson	Volunteer

Name	Type of Representative
Christopher Holenstei	Municipal Employee

Name	Type of Representative
Sarah Meiring	Volunteer

b: Continuing Education Units (CEUs)

Course Participant	Course Title	CEU Credits	Course Participant	Course Title	CEU Credits
John Linson	NJSTF-2025 Pest & Disease Update: Trees I Love to	1	John Linson	NJSTF-Beach Leaf Disease Management Update	1
John Linson	NJSTF-Fifty Shades of Shade - The Good, the Bad, a	1	John Linson	NJSTF-NJ Shade Tree Federation Hits 150th Year! A	1

Municipality: Summit City**County:** Union**NJUCF Accredited:** No**To receive and maintain accreditation, the local government must stay up to date with the following requirements:**

John Linson	NJSTF-Municipal and Community Forestry: A Global P	1	John Linson	NJSTF-Show Me the Science: Share Evidence -Based Pr	1
John Linson	NJSTF-New Approaches to Community Tree Plantings	1	John Linson	NJSTF-Cultivating Cultivars: The How and Why of Ne	1
John Linson	NJSTF-A Brief Historical Review: NJ Shade Tree Fed	1	John Linson	NJSTF-Striving to Meet the Demand for Tough Trees	1
John Linson	NJSTF-The 3+30+300 Principle for Greener and Healt	1	Sarah Meiring	NJOHS Tree Day 2025	5
Sarah Meiring	Fundamentals of Native Tree & Shrub Care for Resil	1.5			

Total Number of Participants 2Total Number of CEU Credits 17.5**3. ANNUAL ACCOMPLISHMENT REPORT**2025 Report: Due by Feb 15, 2026

ACCEPT DONATION - RAPID RECTANGULAR FLASHING BEACONS (RRFB) - OAK KNOLL SCHOOL

WHEREAS, the Director of the Division of Engineering and Public Works in the Department of Community Services (“the Director”) advises that Oak Knoll School of the Holy Child (“Oak Knoll School”) has purchased a rectangular flashing beacon (“flashing beacon”) and is donating it to the City and asking the City to install the flashing beacon at the existing crosswalk at Larned Road and Ashland Road which services pedestrian traffic that is generated at their facility as well as Memorial Park, and

WHEREAS, a flashing beacon does not currently exist at this location, and

WHEREAS, the unit will be comparable to other ones in the City’s inventory and has an approximate value of \$10,500.00, including signage and concrete work, and

WHEREAS, should any other components be needed for the installation of the flashing beacon, Oak Knoll School has agreed to pay for same.

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

1. That it hereby accepts the gift of the purchase of one (1) set of rectangular flashing beacons from Oak Knoll School, which has an approximate value of \$10,500.00, including signage and concrete work.
2. That the flashing beacons shall be installed at the existing crosswalk at Larned Road and Ashland Road.
3. That Oak Knoll School has agreed to pay for any additional components needed to install said flashing beacon.

Dated: January 20, 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 a regular meeting held on Tuesday evening, January 20, 2026.

City Clerk



RESOLUTION (ID # 12331)

DOC ID: 12331

TO: Mayor and Common Council

FROM: Aaron Schrager, Director - Division of Engineering & Public Works

DATE: December 22, 2025

SUMMARY

Oak Knoll School has reached out to the City about the installation of a rectangular flashing beacon at the existing crosswalk at Larned Road and Ashland Road that services pedestrian traffic that is generated at their facility and Memorial Park. A flashing beacon does not currently exist at this location. The unit will be comparable to other ones in the City's inventory and has an approximate value of \$10,500 each including signage and concrete work. Should any other components be needed for the installation, Oak Knoll has agreed to pay for it.

Schrager, Aaron

From: Brian McGuire <brian.mcguire@oakknoll.org>
Sent: Monday, December 22, 2025 3:44 PM
To: Schrager, Aaron
Subject: Pedestrian cross walk signs

You don't often get email from brian.mcguire@oakknoll.org. [Learn why this is important](#)

CAUTION: This email has originated from outside of the organization. Do not click links or open attachment:

Aaron- Tomorrow, December 23rd the Pedestrian CrossWalk signals are arriving at Oak Knoll between 9am and 1:30pm. I understand we have purchased these devices and are donating them to the city of Summit and your department will be installing them at the intersection of Larnard and Ashland. Let me know if or when you guys will be able to retrieve these devices. Thanks for your assistance, Merry Christmas and Happy New Year!

--

 **Brian McGuire**
 Security Officer
 Oak Knoll School of the Holy Child

 973-445-0566 |  www.oakknoll.org

 44 Blackburn Road, Summit, NJ 07901



Ask Me Which House I'm In

We believe that each person is created by God for an intended purpose. An Oak Knoll education inspires students to discover that purpose and make a significant, positive impact on the world.

AUTHORIZE ATTENDANCE - NATIONAL FIRE ACADEMY - EXECUTIVE FIRE OFFICER TRAINING

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

That the Battalion Chief Brian Harnois be and he is hereby authorized to attend the "Executive Fire Officer" training course to be held at the National Fire Academy in Emmitsburg, Maryland, January 24 – 31, 2026.

FURTHER RESOLVED, that there is no cost for the training program or lodging, and the only cost is for the cafeteria meal plan.

FURTHER RESOLVED, that an itemized listing of expenses be submitted to the Finance Director following the completion of the training course.

Dated: January 20, 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 a regular meeting held on Tuesday evening, January 20, 2026.

City Clerk



Fire Department
CA - Safety & Health

www.cityofsummit.org

Meeting: 01/20/26 07:30 PM

RESOLUTION (ID # 12337)

DOC ID: 12337

TO: Mayor and Common Council

FROM: Eric Evers, Fire Chief

DATE:

SUMMARY



**CITY OF SUMMIT
FIRE DEPARTMENT**

MEMO

TO: MEMBERS OF THE PUBLIC SAFETY COMMITTEE
MAYOR FAGAN

CITY ADMINISTRATOR BALDWIN
COUNCILMEMBER PAWLOWSKI
COUNCILMEMBER KALMANSON

FROM: CHIEF ERIC EVER

DATE: DECEMBER 29, 2025

COPY TO: ROSEMARY LICATESE, CITY CLERK

A resolution is requested at the January 20, 2026, meeting of Common Council authorizing Battalion Chief Brian Harnois to attend a training course at the National Fire Academy in Emmitsburg, Maryland. Battalion Chief Harnois has been accepted to attend a course titled "*Executive Fire Officer*" to be held January 24 thru January 31, 2026.

There is no cost for the training program or lodging, the cost for the cafeteria meal plan is \$347.84.

A resolution authorizing attendance at the Fire Academy is highly recommended.

Thank you for your consideration in this matter.

CANCEL 2025 PROPERTY TAXES AND REFUND OVERPAYMENT OF 2025 PROPERTY TAXES/ TOTAL EXEMPT DISABLED VETERAN

WHEREAS, the Tax Assessor granted total exemption of property taxes for the following property, due to a 100 % disabled veteran, and

WHEREAS, the homeowner paid 2025 property taxes and is due a pro rata refund.

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

That the proper City officers be and they are hereby authorized to cancel 2025 property taxes and directed to issue a check(s) as follows:

Block	Lot	Name	Amount
2608	22	Feeney, Peter & Kathleen 32 Waldron Ave. Check payable and Mail to: Feeney, Peter & Kathleen 32 Waldron Ave Summit NJ 07901 Cancel 2026 Preliminary Taxes \$14,653.71	\$1,284.64

Dated: January 20, 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 a regular meeting held on Tuesday evening, January 20, 2026.

City Clerk

Resolution (ID # 12315)
January 20, 2026

AUTHORIZE REFUNDS - DEPARTMENT OF COMMUNITY PROGRAMS

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

That the City Treasurer be and is hereby authorized and directed to draw check(s) in the amount(s) indicated below for the payment of refund(s) associated with recreation program fees associated with the Department of Community Programs:

Name/Address	Program	Refund Amount
Walter Gonzalez 19 Midland Terrace Summit, NJ 07901	Football Programs 5-28-71-300-FTB-PGM	\$210.00
Virginia Cepeda 130 Whittredge Road Summit, NJ 07901	Field Hockey 5-28-71-300-FLD-HOC	\$85.00

Dated: January 20, 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 a regular meeting held on Tuesday evening, January 20, 2026.

City Clerk

AUTHORIZE REFUND OF PROPERTY USE ESCROW - SUMMIT DOWNTOWN INC. AND CONGREGATION OHR SHALOM

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

That as a result of inspections of the sites used by the applicants, the proper officers of the City be and they are hereby authorized and directed to draw a checks in the amount(s) indicated below, for the payment of refunds on escrow deposits:

<u>Name/ Event Dates</u>	<u>Address</u>	<u>Refund Amount</u>
Summit Downtown Inc. 2025 Events	Summit Downtown Inc. 18 Bank Street STE 101 Summit, NJ 07901	\$1,000.00
Menorah Lighting Event Date: December 14, 2025	Rabbi Friedman Pulpit Fund Summit Jewish Center 67 Kent Place Blvd Summit, NJ 07901	\$500.00

Dated: January 20, 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 a regular meeting held on Tuesday evening, January 20, 2026.

City Clerk

CONFIRM PAYMENT OF BILLS AND PAYROLL - DECEMBER 10 - 31, 2025

WHEREAS, on December 16, 2025, Resolution No. 41866 authorized the City Treasurer to pay all bills and claims whose due date fell between December 10 and December 31, 2025, and

WHEREAS, payment of said bills and claims were authorized barring any objections or questions submitted by members of Council to the City Treasurer by December 31, 2025, and

WHEREAS, receiving no objections, the City Treasurer paid all bills and claims whose due date fell between December 10 and December 31, 2025, as authorized in Resolution No. 41866, and seeks confirmation of same.

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

That no objections were filed with the City Treasurer and that payment of all bills and claims whose due date fell between December 10 and December 31, 2025, are hereby confirmed.

Additionally, as directed by the City Auditors, the payroll is attached hereto.

Dated: January 20, 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 a regular meeting held on Tuesday evening, January 20, 2026.

City Clerk



Finance Committee
CA - Finance

www.cityofsummit.org

Meeting: 01/20/26 07:30 PM

RESOLUTION (ID # 12322)

DOC ID: 12322

TO: Mayor and Common Council
FROM: Michael Marino, Account Clerk
DATE: December 22, 2025

Having received no questions or concerns about the year-end bill list, this resolution confirms that bills received after December 10th, 2025 were processed and checks were mailed on December 31, 2025

Rcvd Batch Id Range: First to Last Rcvd Date Start: 0 End: 12/31/25 Report Format: Detail

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Contract Invoice Number
12/31/25	ADMIN	25-02496	AMAZON AMAZON.COM SALES, INC. 1 City of Summit Tags	18.99	5-01-20-120-000-201 City Clerk Supplies and Materials	1JHW-JLP3-4J3C
12/31/25	ADMIN	25-02496	2 Shipping	3.49	5-01-20-120-000-201 City Clerk Supplies and Materials	1JHW-JLP3-4J3C
			P.O. Total:	22.48		
12/31/25	ADMIN	25-02518	AMAZON AMAZON.COM SALES, INC. 1 Wireless Bluetooth Speaker	100.00	5-01-20-100-000-201 A&E Supplies and Materials	1RYD-V6M4-6DYG
12/31/25	ADMIN	25-02617	BRIDGESO BRIDGES OUTREACH, INC 1 REFUND PROPERTY USE ESCROW	500.00	T-03-56-286-000-120 Reserved Property Use Fees	REFUND
12/31/25	ADMIN	25-00374	CANONFIN CANON FINANCIAL SERVICES INC 5 Canon Contract #85006-2 Q4	1,575.18	5-01-20-120-000-429 City Clerk Lease Equipment	42311099
12/31/25	ADMIN	25-00433	CLEAR005 CLEARY GIACOBBE ALFIERI & 45 General Services Thru 11/21/25	20,409.99	5-01-20-155-000-500 LS Contract Services	157536
12/31/25	ADMIN	25-00433	46 Labor Services Thru 11/21/25	1,920.00	5-01-20-155-000-500 LS Contract Services	157537
12/31/25	ADMIN	25-00433	47 Litigation Thru 11/21/25	9,054.87	5-01-20-155-000-500 LS Contract Services	157538
12/31/25	ADMIN	25-00433	48 Retainer Thru 11/23/25	3,000.00	5-01-20-155-000-500 LS Contract Services	157539
			P.O. Total:	34,384.86		
12/31/25	ADMIN	25-00350	DEMUTHM DEMUTH, MICHELLE S 1 BACKGROUND CHECK REIMBURSEMENT	45.73	5-01-20-100-000-900 A&E Background Checks	REIMBURSEMENT
12/31/25	ADMIN	25-02612	FELLOWFI OTHER FELLOW FIRST FOUNDATION 1 REFUND PROPERTY USE ESCROW	500.00	T-03-56-286-000-120 Reserved Property Use Fees	REFUND
12/31/25	ADMIN	25-02494	FIRSTKNI SERVPRO OF W ESSEX-C UNION CO 2 Flood Clean-up Cornog	12,312.41	T-13-56-800-025-010 Self Insurance 2025 Admin JIF	61110
12/31/25	ADMIN	25-02619	HOFFJEN HOFF, JENNIFER M 1 2025 NJLM CONF REIMBURSEMENT	230.68	5-01-20-100-000-809 A&E Conf & Meetings	REIMBURSEMENT
12/31/25	ADMIN	25-02564	INSTIT50 INSTITUTE FOR PROFESSIONAL DEV 1 Legislative Update Webinar	50.00	5-01-20-120-000-809	121025

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
City Clerk Conf & Meetings							
12/31/25	ADMIN	25-02596	INSTIT50 INSTITUTE FOR PROFESSIONAL DEV 1 WEBINARS-ROSEMARY LICATESE	50.00	5-01-20-120-000-809 City Clerk Conf & Meetings	51326,2426	
12/31/25	ADMIN	25-02596	2 ETHICS: WHY DO WE SAY THAT	50.00	5-01-20-120-000-809 City Clerk Conf & Meetings	51326,2426	
			P.O. Total:	100.00			
JENEL JEN ELECTRIC, INC.							
12/31/25	ADMIN	25-02363	2 Repair traffic signal	14,257.95	T-13-56-800-025-010 Self Insurance 2025 Admin JIF	18210	
12/31/25	ADMIN	25-02610	KALMANSO KALMANSON, MICHELLE 1 2025NJLM MILEAGE REIMBURSEMENT	170.80	5-01-20-120-000-811 City Clerk Conf & Mtg Elected Officials	REIMBURSEMENT	
12/31/25	ADMIN	25-02585	LICATE50 LICATESE, ROSEMARY 1 COOKIE TRAY REIMBURSEMENT	24.99	5-01-20-120-000-201 City Clerk Supplies and Materials	REIMBURSEMENT	
12/31/25	ADMIN	25-00155	MILLSTRA MILLENNIUM STRATEGIES, LLC 13 Services for December	3,800.00	5-01-20-100-000-500 A&E Contract Svcs	20278	
12/31/25	ADMIN	25-02539	NJLEAG50 NJ STATE LEAGUE OF 1 Job Adv-Building Inspector HHS	160.00	5-18-00-701-000-700 UCC Equipment	23441SD	
12/31/25	ADMIN	25-00432	OTTOLESC O'TOOLE SCRIVO LLC 15 BSW Legal Services November	9,019.34	5-01-20-155-000-503 LS Litigation Services	184127	
12/31/25	ADMIN	25-01677	PETERW50 PETER WALLBURG STUDIO 2 Meeting Services	300.00	5-01-20-120-000-201 City Clerk Supplies and Materials	PHOTOGRAPHS	
12/31/25	ADMIN	25-01677	3 Photographs of Ceremony	300.00	5-01-20-120-000-201 City Clerk Supplies and Materials	PHOTOGRAPHS	
12/31/25	ADMIN	25-01677	4 In-Studio, Headshot & Digital	450.00	5-01-20-120-000-201 City Clerk Supplies and Materials	PHOTOGRAPHS	
12/31/25	ADMIN	25-01677	5 Group Sitting Fee	200.00	5-01-20-120-000-201 City Clerk Supplies and Materials	PHOTOGRAPHS	
12/31/25	ADMIN	25-01677	6 Group - Digital Image	75.00	5-01-20-120-000-201 City Clerk Supplies and Materials	PHOTOGRAPHS	
12/31/25	ADMIN	25-01677	7 8x10 Prints	500.00	5-01-20-120-000-201 City Clerk Supplies and Materials	PHOTOGRAPHS	
			P.O. Total:	1,825.00			
ROANOKE'S ROANOKE STAMP & SEAL COMPANY							
12/31/25	ADMIN	25-02427	1 Nameplates	51.15	5-01-20-120-000-201	OE-493858	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/31/25	ADMIN	25-02427	2 Proof	5.00	City Clerk Supplies and Materials 5-01-20-120-000-201	OE-493858	
			P.O. Total:	56.15	City Clerk Supplies and Materials		
12/31/25	ADMIN	25-02498	SALELEC SAL ELECTRIC CO INC 2 Repairs - Cornog Flooding	582.50	T-13-56-800-025-010 Self Insurance 2025 Admin JIF	25-3469	
12/31/25	ADMIN	25-02551	SUMMIT31 SUMMIT FRAME & ART INC 1 1.5" grey wood framing	484.94	5-01-20-120-000-201	4200	
12/31/25	ADMIN	25-02562	SWEETNOT SWEET NOTHINGS 1 Quartet Recognition	60.00	5-01-20-120-000-201	RECOGNITION	
12/31/25	ADMIN	25-02660	TRAINING TRAINING UNLIMITED LLC 1 Refresher on Municipal Finance	115.00	5-01-20-120-000-809 City Clerk Conf & Meetings	315-25-278	
12/31/25	ADMIN	25-02660	2 Managing Election Process	115.00	5-01-20-120-000-809 City Clerk Conf & Meetings	315-25-278	
12/31/25	ADMIN	25-02660	3 ABC Process	115.00	5-01-20-120-000-809 City Clerk Conf & Meetings	315-25-278	
			P.O. Total:	345.00			
12/31/25	ADMIN	25-01222	UPS00050 UPS 26 DELIVERY SERVICE BLANKET	7.97	5-01-20-100-002-201 Postage US Postage	00006991AX495	
12/31/25	ADMIN	25-01222	27 DELIVERY SERVICE BLANKET	30.00	5-01-20-100-002-201 Postage US Postage	00006991AX505	
			P.O. Total:	37.97			
12/31/25	ADMIN	25-02324	WBMAWON W.B. MASON CO, INC 1 Office Supplies	352.25	5-01-20-120-000-201	258022187	
12/31/25	ADMIN	25-02577	WORRAL33 WORRAL COMMUNITY NEWSPAPERS 1 PUBLIC NOTICES	207.00	5-01-20-120-000-210 City Clerk Advertising	321869,322354	
12/31/25	ADMIN	25-02577	2 ORD 25-3364	18.90	5-01-20-120-000-210 City Clerk Advertising	321869,322354	
12/31/25	ADMIN	25-02577	3 2026 ASSESSMENT LISTS	12.60	5-01-20-120-000-210 City Clerk Advertising	321869,322354	
12/31/25	ADMIN	25-02577	4 ORD 25-3365	24.75	5-01-20-120-000-210 City Clerk Advertising	321869,322354	
			P.O. Total:	263.25			

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/31/25	ADMIN	25-02578	WORRAL33 WORRALL COMMUNITY NEWSPAPERS 1 PUBLIC NOTICE	19.35	5-01-20-120-000-210 City Clerk Advertising	322353	
12/31/25	ADMIN	25-02597	WORRAL33 WORRALL COMMUNITY NEWSPAPERS 1 PUBLIC NOTICES	14.85	5-01-20-120-000-210 City Clerk Advertising	322741,322742	
12/31/25	ADMIN	25-02597	2 CONTRACT AWARD-	12.15	5-01-20-120-000-210 City Clerk Advertising	322741,322742	
12/31/25	ADMIN	25-02597	3 CONTRACT AWARD-PARKMOBILE LLC	11.70	5-01-20-120-000-210 City Clerk Advertising	322741,322742	
			P.O. Total:	38.70			
			Total for Batch: ADMIN	81,319.53			
12/31/25	FINANCE	25-02565	AMAZON AMAZON.COM SALES, INC. 1 BIC Crystal Colored Pens	6.07	5-01-20-145-000-201 CTaxes Supplies & Materials	114659928826730	
12/31/25	FINANCE	25-02565	2 Paper Mate Felt Tip Pens	11.99	5-01-20-145-000-201 CTaxes Supplies & Materials	114659928826730	
12/31/25	FINANCE	25-02565	3 Shipping & Handling	6.99	5-01-20-145-000-201 CTaxes Supplies & Materials	114659928826730	
			P.O. Total:	25.05			
12/31/25	FINANCE	25-00354	AT105068 AT&T 12 030 361 4837 001	37.60	5-01-31-440-000-000 TELEPHONE	12/09/2025	
12/31/25	FINANCE	25-00385	AT105068 AT&T 13 0303619366001 Blanket	42.07	5-01-31-440-000-000 TELEPHONE	12/15/2025	
12/31/25	FINANCE	25-02589	BARTHMAR BARTH'S MARKET 1 12/16/2025 Finance meeting	237.81	5-01-20-130-000-809 FA Conferences/Meetings/Dues/Training	99518	
12/31/25	FINANCE	25-00824	BPA BENEFIT PLANS ADMINISTRATORS 13 BASE ADMINISTRATION FEE FIRE	750.00	5-01-25-265-000-841 Fire Rabbi Trust Administration Fees	100842777	
12/31/25	FINANCE	25-00824	14 BASE ADMINISTRATION FEE POLICE	750.00	5-01-25-240-000-841 POL Rabbi Trust Administration Fees	100842775	
12/31/25	FINANCE	25-00824	15 ACTIVE PARTICIPANT FEE POLICE	650.00	5-01-25-240-000-841 POL Rabbi Trust Administration Fees	100842777	
12/31/25	FINANCE	25-00824	16 ACTIVE PARTICIPANT FEE FIRE	600.00	5-01-25-265-000-841 Fire Rabbi Trust Administration Fees	1000842778	
			P.O. Total:	2,750.00			
12/31/25	FINANCE	25-02574	CAPUTO14 CAPUTO, JAMES 1 RETIREE HLTH REIMBRSE DEC 2025	3,000.00	T-13-56-800-025-090	DEC 2025	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
Self Insurance 2025 Other							
12/31/25	FINANCE	25-00019	COMCA840 COMCAST BUSINESS 12 8499 05 329 0189117	156.85	5-01-31-440-000-000 TELEPHONE	12/04/2025	
12/31/25	FINANCE	25-00194	COMCA840 COMCAST BUSINESS 13 8499 05 329 0181395	313.35	5-01-31-440-000-000 TELEPHONE	12/09/2025	
12/31/25	FINANCE	25-00195	COMCA840 COMCAST BUSINESS 13 8499 05 329 0172121	158.35	5-01-31-440-000-000 TELEPHONE	12/10/2025	
12/31/25	FINANCE	25-02587	GOVERN80 GFOA OF NJ 1 T. Baldwin 2026 GFOA Dues	100.00	5-01-20-130-000-809 FA Conferences/Meetings/Dues/Training	300006131	
12/31/25	FINANCE	25-00674	HUNTERCS HUNTER CARRIER SERVICES LLC 12 TELEPHONE ACCT CODE - # CI23	873.75	5-01-31-440-000-000 TELEPHONE	12056	
12/31/25	FINANCE	25-00196	JCPL0050 JCP&L 13 10005845316 CITY HALL	2,071.36	5-01-31-435-000-000 STREET LIGHTING	95279043933	
12/31/25	FINANCE	25-00198	JCPL0050 JCP&L 13 100052171673 512 SPRINGFIELD	22.26	5-01-31-430-000-100 Electricity	95279043935	
12/31/25	FINANCE	25-00503	JCPL0050 JCP&L 12 100 005 954 571 512 SPRINGFIELD	11,671.86	5-01-31-430-000-100 Electricity	95358745486	
12/31/25	FINANCE	25-00553	JCPL0050 JCP&L 13 100 153 601 404 40 PARK AVE	81.35	5-01-31-430-000-100 Electricity	95885493122	
12/31/25	FINANCE	25-00560	JCPL0050 JCP&L 12 100034766962 SPRINGFIELD AVE	512.58	5-01-31-430-000-100 Electricity	95358745488	
12/31/25	FINANCE	25-00568	JCPL0050 JCP&L 12 100064738923 GLENDALE & BALTUS	51.04	5-01-31-430-000-100 Electricity	95358745493	
12/31/25	FINANCE	25-00569	JCPL0050 JCP&L 12 100064741042 MORRIS & BROAD	52.26	5-01-31-430-000-100 Electricity	95358745494	
12/31/25	FINANCE	25-00570	JCPL0050 JCP&L 12 100064741059 MORRIS & PROSPECT	51.37	5-01-31-430-000-100	95358745495	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
Electricity							
12/31/25	FINANCE	25-00573	JCPL0050 JCP&L 12 100081217810 CLAREMONT CORP	94.27	5-01-31-430-000-100 Electricity	95358745497	
12/31/25	FINANCE	25-00576	JCPL0050 JCP&L 12 100 124 583 210 40 NEW PROV RD	40.36	5-01-31-430-000-100 Electricity	95358745502	
12/31/25	FINANCE	25-00577	JCPL0050 JCP&L 12 10007387649 MORRIS & MOUNTAIN	33.77	5-01-31-430-000-100 Electricity	95368741390	
12/31/25	FINANCE	25-00578	JCPL0050 JCP&L 12 100138516024 SUMMIT SHELL 7-11	89.58	5-01-31-430-000-100 Electricity	95358745504	
12/31/25	FINANCE	25-00579	JCPL0050 JCP&L 11 100 130 507 815 TRAFFIC SIGNAL	4.65	5-01-31-430-000-100 Electricity	95358745503	
12/31/25	FINANCE	25-00580	JCPL0050 JCP&L 12 100111640320 80 BUTLER SHACK	8.31	5-01-31-430-000-100 Electricity	95358745499	
12/31/25	FINANCE	25-00581	JCPL0050 JCP&L 13 100064738915 MORRIS & GLEN SIDE	37.38	5-01-31-430-000-100 Electricity	95358745492	
12/31/25	FINANCE	25-00582	JCPL0050 JCP&L 12 100050758117 BROAD STREET	47.71	5-01-31-430-000-100 Electricity	95358745489	
12/31/25	FINANCE	25-00852	JCPL0050 JCP&L 9 100 140 888 965	23.42	5-01-31-430-000-100 Electricity	95358745505	
12/31/25	FINANCE	25-00853	JCPL0050 JCP&L 11 100064737099 MORRIS & KENT	46.37	5-01-31-430-000-100 Electricity	95358745491	
12/31/25	FINANCE	25-00854	JCPL0050 JCP&L 11 100034766954 BANK STREET	133.27	5-01-31-430-000-100 Electricity	95358745487	
12/31/25	FINANCE	25-00906	JCPL0050 JCP&L 11 100064741067 MORRIS & MAPLE	42.81	5-01-31-430-000-100 Electricity	95249095083	
12/31/25	FINANCE	25-01091	JCPL0050 JCP&L 10 100103385231 5 MYRTLE	8.78	5-01-31-430-000-100	95358745498	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
Electricity							
12/31/25	FINANCE	25-01241	JCPL0050 JCP&L 9 100113542227 PASSAIC BLK LT 1	40.82	5-01-31-430-000-100 Electricity	95358745501	
12/31/25	FINANCE	25-01242	JCPL0050 JCP&L 9 100113540429 NEW ENGLAND	42.85	5-01-31-430-000-100 Electricity	95358745500	
12/31/25	FINANCE	25-00020	LINESY33 TELESYSTEM 13 ACCOUNT 9912760 LINE SYSTEMS	585.88	5-01-31-440-000-000 TELEPHONE	1525183	
12/31/25	FINANCE	25-02568	MONTA005 MONTAGNA, NICHOLAS 1 RETIREE HLTH REIMBRSE DEC2025	1,500.00	T-13-56-800-025-090 Self Insurance 2025 Other	DEC 2025	
12/31/25	FINANCE	25-00265	NESTLERR READYREFRESH BY NESTLE 12 0017660366 2024 WATER	652.55	5-01-31-445-000-100 Water	25L0017660366	
12/31/25	FINANCE	25-00498	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-220039821245 301 BROAD ST	482.87	5-01-31-445-000-100 Water	12/05/2025	
12/31/25	FINANCE	25-00499	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210023345459	259.67	5-01-31-445-000-100 Water	12/04/2025	
12/31/25	FINANCE	25-00622	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210023345664 13 NEW PROV	208.14	5-01-31-445-000-100 Water	12/04/2025	
12/31/25	FINANCE	25-00626	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210023342696 - 25 ELM ST	39.01	5-01-31-445-000-100 Water	12/05/2025	
12/31/25	FINANCE	25-00628	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210023342191 GLEN AVE	64.97	5-01-31-445-000-100 Water	12/05/2025	
12/31/25	FINANCE	25-00631	NJ-AME50 NJ-AMERICAN WATER CO. 11 1018-220039821252 FIRE BROAD ST	277.40	5-01-31-445-000-100 Water	12/05/2025	
12/31/25	FINANCE	25-00633	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210023345336 - 41 CHATHAM	126.79	5-01-31-445-000-100 Water	12/04/2025	
12/31/25	FINANCE	25-00634	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210023345565 REFUSE TRAS	208.14	5-01-31-445-000-100	12/04/2025	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
Water							
12/31/25	FINANCE	25-00638	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210023343910	239.06	5-01-31-445-000-100 Water	12/04/2025	
12/31/25	FINANCE	25-00639	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210027063599	208.14	5-01-31-445-000-100 Water	12/04/2025	
12/31/25	FINANCE	25-00641	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210028692600 TFS POLICE	362.71	5-01-31-445-000-100 Water	12/04/2025	
12/31/25	FINANCE	25-00765	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018210025885632	34,518.99	5-01-25-265-002-000 FIRE HYDRANT SERVICE	12/05/2025	
12/31/25	FINANCE	25-01731	PRIMEPOI PRIMEPOINT LLC 7 2025 PR FEES DEC 2025	3,613.45	5-01-20-130-000-501 FA Payroll Srvcs (Clearing Acct)	693997	
12/31/25	FINANCE	25-00383	PSEG1444 PSE&G 14 BILLING STATEMENT FOR 7 ACCTS	4,627.01	5-01-31-446-000-000 NATURAL GAS	503100155978	
12/31/25	FINANCE	25-00614	PSEG1444 PSE&G 13 100 MORRIS AVE	2,190.05	5-01-31-446-000-000 NATURAL GAS	605207981491	
12/31/25	FINANCE	25-00615	PSEG1444 PSE&G 13 77 220 536 02 301 Broadst fire	3,709.06	5-01-31-446-000-000 NATURAL GAS	603309241838	
12/31/25	FINANCE	25-00616	PSEG1444 PSE&G 13 65 671 139 01 / 41 CHATHAM RD	422.46	5-01-31-446-000-000 NATURAL GAS	600410015947	
12/31/25	FINANCE	25-00617	PSEG1444 PSE&G 13 5 MYRTLE AVE 73 349 238 04	266.28	5-01-31-446-000-000 NATURAL GAS	605307804478	
12/31/25	FINANCE	25-00618	PSEG1444 PSE&G 12 6583966700 10-A GLEN AVE PUMP	51.82	5-01-31-446-000-000 NATURAL GAS	601409803984	
12/31/25	FINANCE	25-00619	PSEG1444 PSE&G 13 70 304 372 09 41 CHATHAM REAR	1,243.11	5-01-31-446-000-000 NATURAL GAS	600110072226	
12/31/25	FINANCE	25-00382	SPECT005 SPECTROTEL HOLDING COMPANY LLC 13 ADMIN TELEPHONES 2025 338922	4,037.41	5-01-31-440-000-000	13425109	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
TELEPHONE							
12/31/25	FINANCE	25-02519	STAPLESR STAPLES ADVANTAGE CREDIT SRVCS 1 HP212A YELLOW TONER CARTRIDGE	270.66	5-01-20-100-006-202 Municipal Purchasing Copier Paper/Toner	6049955011	
12/31/25	FINANCE	25-02519	2 HP212A BLACK TONER CARTRIDGE	219.34	5-01-20-100-006-202 Municipal Purchasing Copier Paper/Toner	6049955011	
12/31/25	FINANCE	25-02519	3 HP58A BLACK TONER CARTRIDGE	132.22	5-01-20-100-006-202 Municipal Purchasing Copier Paper/Toner	6049955011	
12/31/25	FINANCE	25-02519	4 HP148A BLACK TONER CARTRIDGE	138.21	5-01-20-100-006-202 Municipal Purchasing Copier Paper/Toner	6049955011	
			P.O. Total:	760.43			
TORRESWI TORRES, WILSON							
12/31/25	FINANCE	25-02663	1 Retiree Hlth Reimburse Dec2025	3,000.00	T-13-56-800-024-090 Self Insurance 2024 Other		DEC 2025
12/31/25	FINANCE	25-02588	TREASU35 TREASURER, STATE OF NEW JERSEY 1 UNEMPLOYMENT 3rd qtr 2025	7,452.52	T-15-56-800-000-001 State Unemployment		3RD QTR 2025
12/31/25	FINANCE	25-00650	UGIENERG UGI ENERGY SERVICES LLC 9 PG10372786344700 41 CHATHAM RD	1,179.50	5-01-31-446-000-000 NATURAL GAS		G6887495
12/31/25	FINANCE	25-00651	UGIENERG UGI ENERGY SERVICES LLC 11 PG11592274244624 BUTLER PKWY	131.08	5-01-31-446-000-000 NATURAL GAS		G6887263
12/31/25	FINANCE	25-00652	UGIENERG UGI ENERGY SERVICES LLC 12 PG8184708944713 384 BROAD ST	845.29	5-01-31-446-000-000 NATURAL GAS		G6887450
12/31/25	FINANCE	25-00653	UGIENERG UGI ENERGY SERVICES LLC 12 PG8912366544700 512 SPRINGFIELD	2,422.62	5-01-31-446-000-000 NATURAL GAS		G6886690
12/31/25	FINANCE	25-01432	UGIENERG UGI ENERGY SERVICES LLC 4 PG8425991064477 GLEN AVE PUMP	23.77	5-01-31-446-000-000 NATURAL GAS		G6887068
12/31/25	FINANCE	25-00193	VERIZ408 VERIZON WIRELESS 13 682164944-00001	2,242.95	5-01-31-440-000-000 TELEPHONE		6130958256
12/31/25	FINANCE	25-00007	VERIZ016 VERIZON 14 201 M55-5284 082 BLANKET	6,169.20	5-01-31-440-000-000 TELEPHONE		M55528408225329
12/31/25	FINANCE	25-00004	VERIZON1 VERIZON 13 454 790 548 0001 96 BLANKET	119.00	5-01-31-440-000-000		12/20/2025

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
TELEPHONE							
12/31/25	FINANCE	25-00005	VERIZON1 VERIZON 14 656-847-641-0001-54 BLANKET	329.00	5-01-31-440-000-000 TELEPHONE	12/18/2025	
VERIZON1 VERIZON							
12/31/25	FINANCE	25-00014	13 154 804 795 0001 64	119.00	5-01-31-440-000-000 TELEPHONE	12/06/2025	
VERIZON1 VERIZON							
12/31/25	FINANCE	25-00190	13 656 381 901 0001 59 BLANKET	108.99	5-01-31-440-000-000 TELEPHONE	12/11/2025	
VERIZON1 VERIZON							
12/31/25	FINANCE	25-00191	13 355-470-216-0001-96	158.99	5-01-31-440-000-000 TELEPHONE	12/10/2025	
VERIZON1 VERIZON							
12/31/25	FINANCE	25-00355	13 654 793 893 0001 16 BLANKET	119.00	5-01-31-440-000-000 TELEPHONE	12/18/2025	
WBMASON W.B. MASON CO, INC							
12/31/25	FINANCE	25-02557	1 HP26A Black Toner Cartridge	218.10	5-01-20-100-006-202 Municipal Purchasing Copier Paper/Toner	258718305	
12/31/25	FINANCE	25-02557	2 At-A-Glance '26 Monthly Planner	31.26	5-01-20-145-000-201 CTaxes Supplies & Materials	258718305	
12/31/25	FINANCE	25-02557	3 Avery Black 4" 3-ring binder	46.12	5-01-20-145-000-201 CTaxes Supplies & Materials	258718305	
12/31/25	FINANCE	25-02557	4 Avery Red 4" 3-ring binder	21.07	5-01-20-145-000-201 CTaxes Supplies & Materials	258718305	
12/31/25	FINANCE	25-02557	5 Avery Blue 4" 3-ring binder	85.72	5-01-20-145-000-201 CTaxes Supplies & Materials	258718305	
12/31/25	FINANCE	25-02557	6 Avery Maroon 4" 3-ring binder	62.34	5-01-20-145-000-201 CTaxes Supplies & Materials	258718305	
12/31/25	FINANCE	25-02557	7 Staples 5 boxes (5000ct)	8.20	5-01-20-145-000-201 CTaxes Supplies & Materials	258718305	
P.O. Total: 472.81							
Total for Batch: FINANCE 108,452.38							
BARCOP33 BARCO PRODUCTS							
12/31/25	PARKDCP	25-02432	1 Sign Post Protector 11/20	1,134.00	5-09-55-502-001-402 Parking Building Maintenance	BP200066636	
12/31/25	PARKDCP	25-02432	2 Sign Post Protector Shipping	724.48	5-09-55-502-001-402 Parking Building Maintenance	INVRC036097	
P.O. Total: 1,858.48							
BUY-WI50 BUY-WISE AUTO PARTS							
12/31/25	PARKDCP	25-00091	12 Battery for show mobile	13.82	5-01-28-370-002-203	10FA4602	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/31/25	PARKDCP	25-00091	13 Battery for show mobile	203.00	Golf Equipment Maintenance Supplies 5-01-28-370-005-405 CP Vehicle Maintenance	10FA4602	
			P.O. Total:	216.82			
12/31/25	PARKDCP	25-00231	15 CAR 10- OIL CHANGE SYNTHETIC	22.85	5-09-55-502-001-405 Parking Vehicle Maintenance	10EN7696	
12/31/25	PARKDCP	25-00231	16 CAR 10- OIL CHANGE GASKET	4.83	5-09-55-502-001-405 Parking Vehicle Maintenance	10EN7696	
12/31/25	PARKDCP	25-00231	17 CAR 10- OIL CHANGE DRAIN PLUG	5.75	5-09-55-502-001-405 Parking Vehicle Maintenance	10EN8375	
			P.O. Total:	33.43			
12/31/25	PARKDCP	25-02547	CITYOF29 CITY OF SUMMIT (DCP) 1 Payover Admin.Fee Senior	169.00	5-28-71-200-SEN-PGM RT-RAP Senior Programs	PAYOVER ADMIN	
12/31/25	PARKDCP	25-02547	2 Payover Admin.Fee Open gym	120.00	5-28-71-300-OPE-GYM RT-RAP OPEN GYM	PAYOVER ADMIN	
12/31/25	PARKDCP	25-02547	3 Payover Admin.Fee Fun club	74.82	5-28-71-300-FUN-CLB RT-RAP Share The Fun Club	PAYOVER ADMIN	
12/31/25	PARKDCP	25-02547	4 Payover Admin.Fee Cheerleading	73.50	5-28-71-300-CHR-LDG RT-RAP Cheerleading	PAYOVER ADMIN	
12/31/25	PARKDCP	25-02547	5 Payover Admin.Fee Volleyball	651.50	5-28-71-300-VOL-BAL RT-RAP Volleyball	PAYOVER ADMIN	
12/31/25	PARKDCP	25-02547	6 Payover Admin.Fee Basketball	18.01	5-28-71-300-BKT-BAL RT-RAP Basketball	PAYOVER ADMIN	
12/31/25	PARKDCP	25-02547	7 Payover Admin.Fee Football	480.00	5-28-71-300-FTB-PGM RT-RAP Football Programs	PAYOVER ADMIN	
			P.O. Total:	1,586.83			
12/31/25	PARKDCP	25-02579	CITYOF29 CITY OF SUMMIT (DCP) 1 Payover Admin.Fee Senior	120.00	5-28-71-200-SEN-PGM RT-RAP Senior Programs	PAYOVER ADMIN	
12/31/25	PARKDCP	25-02579	2 Payover Admin.Open Gym	120.00	5-28-71-300-OPE-GYM RT-RAP OPEN GYM	PAYOVER ADMIN	
12/31/25	PARKDCP	25-02579	3 Payover Admin.Cheerleading	1,173.50	5-28-71-300-CHR-LDG RT-RAP Cheerleading	PAYOVER ADMIN	
12/31/25	PARKDCP	25-02579	4 Payover Admin.Football	344.00	5-28-71-300-FTB-PGM RT-RAP Football Programs	PAYOVER ADMIN	
12/31/25	PARKDCP	25-02579	5 Payover Admin. Fee Volleyball	389.00	5-28-71-300-VOL-BAL RT-RAP Volleyball	PAYOVER ADMIN	
			P.O. Total:	2,146.50			
12/31/25	PARKDCP	25-02643	CITYOF29 CITY OF SUMMIT (DCP) 1 Basketball Referees Week 1/2	3,600.00	5-28-71-300-BKT-BAL RT-RAP Basketball	REFEREES	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/31/25	PARKDCP	25-02628	CITYOF55 CITY OF SUMMIT PETTYCASH 1 PETTY CASH EOY 2025	132.75	5-09-55-502-001-201 Parking Supplies and Materials	PETTY CASH 2025	
12/31/25	PARKDCP	25-02644	CITYOF55 CITY OF SUMMIT PETTYCASH 1 Replenish DCP Petty Cash	94.00	5-28-71-300-OPE-GYM RT-RAP OPEN GYM	PETTY CASH	
12/31/25	PARKDCP	25-00227	CRYSTALS CRYSTAL SPRINGS 28 NOVEMBER- WATER 5G	59.96	5-09-55-502-001-201 Parking Supplies and Materials	05K8720063573	
12/31/25	PARKDCP	25-00227	29 NOVEMBER- WATER 24PK CASE	9.49	5-09-55-502-001-201	05K8720063573	
12/31/25	PARKDCP	25-00227	30 NOVEMBER- WATER DELIVERY FEE	13.99	5-09-55-502-001-201	05K8720063573	
12/31/25	PARKDCP	25-00227	31 NOVEMBER- WATER RENTAL FEE	21.99	5-09-55-502-001-201	05K8720063573	
			P.O. Total:	105.43			
12/31/25	PARKDCP	25-02575	DELLICAT DELLICATO, NINA LORI 1 REFEREE	150.00	5-28-71-300-FLD-HOC RT-RAP Field Hockey	REFEREE	
12/31/25	PARKDCP	25-01674	FIRSTKNI SERVPRO OF W ESSEX-C UNION CO 2 CORNOG FIELDHOUSE GEN CLEANING	3,338.54	C-04-33-013-00A-220 3313A DCS Cornhog Bldg Upgrades	60774	
12/31/25	PARKDCP	25-00214	INTEGRITS INTEGRATED TECHNICAL SYSTEMS 11 OCTOBER- EXTEND BY PHONE	6.75	5-09-55-502-001-310 Parking Electronic Costs	YP962	
12/31/25	PARKDCP	25-00501	JCPL0050 JCP&L 12 100060906920 CEDAR STREET	4.65	5-09-55-502-001-520 Parking Electricity	95568495341	
12/31/25	PARKDCP	25-00502	JCPL0050 JCP&L 12 100007664368 301 BROAD ST	1,954.27	5-09-55-502-001-520 Parking Electricity	95568495340	
12/31/25	PARKDCP	25-00555	JCPL0050 JCP&L 12 SUMMIT REC COMM 100133048148	3,542.03	5-01-31-430-000-100 Electricity	95748086640	
12/31/25	PARKDCP	25-00557	JCPL0050 JCP&L 12 100005180201 NJ DOT LOT	352.49	5-09-55-502-001-520 Parking Electricity	95488601109	
12/31/25	PARKDCP	25-00564	JCPL0050 JCP&L 12 100051492492 MORRIS AVE LOT	60.72	5-09-55-502-001-520 Parking Electricity	95358745490	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/31/25	PARKDCP	25-00209	JERSEYEL JERSEY ELEVATOR LLC 27 DECEMBER- ELEVATOR FEES TIER	268.51	5-09-55-502-001-402 Parking Building Maintenance	INV-443666-M4Y6	
12/31/25	PARKDCP	25-00665	JERSEYEL JERSEY ELEVATOR LLC 10 ANNUAL 2025 TEST- TIER	926.00	5-09-55-502-001-402 Parking Building Maintenance	INV-434201-H8Q9	
12/31/25	PARKDCP	25-00665	11 SERVICE CALL- 12/2 INOPERABLE	261.00	5-09-55-502-001-402 Parking Building Maintenance	INV-450107-L9W0	
12/31/25	PARKDCP	25-00665	12 SERVICE CALL- 12/2 MILEAGE	35.00	5-09-55-502-001-402 Parking Building Maintenance	INV-450107-L9W0	
			P.O. Total:	1,222.00			
12/31/25	PARKDCP	25-02437	KRUPPJ KRUPP, JOHN E 1 REFEREE	150.00	5-28-71-300-FLD-HOC RT-RAP Field Hockey	REFEREE	
12/31/25	PARKDCP	25-00497	NJ-AME50 NJ-AMERICAN WATER CO. 12 100 MORRIS AVE	269.96	5-01-31-445-000-100 Water	12/04/2025	
12/31/25	PARKDCP	25-00523	NJ-AME50 NJ-AMERICAN WATER CO. 12 100 Ashwood Nov.04 - Dec.03	208.14	5-01-31-445-000-FAC Water - Family Aquatic Center	12/05/2025	
12/31/25	PARKDCP	25-00623	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210023344029 80 BUTLER	147.40	5-01-31-445-000-100 Water	12/04/2025	
12/31/25	PARKDCP	25-00629	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210023343187 85 LARNED RD	764.54	5-01-31-445-000-100 Water	12/09/2025	
12/31/25	PARKDCP	25-00630	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210024638345 BROAD STREET	36.30	5-09-55-502-001-523 Parking Water	12/04/2025	
12/31/25	PARKDCP	25-00632	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210023345862 HILLVIEW TER	64.97	5-01-31-445-000-100 Water	12/04/2025	
12/31/25	PARKDCP	25-00640	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210024652549 85 LARNED IR	208.14	5-01-31-445-000-100 Water	12/05/2025	
12/31/25	PARKDCP	25-02268	OSASSOC O&S ASSOCIATES INC 1 Engineering-Emergency Repairs	7,000.00	5-09-55-502-001-700 Parking Equipment	TIER	
12/31/25	PARKDCP	25-00216	PARKMOBI PARKMOBILE LLC 12 NOVEMBER- RESERVATION FEES	2,907.45	5-09-55-502-001-310	032-2025-002805	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
Parking Electronic Costs							
12/31/25	PARKDCP	25-00217	PARKMOBI PARKMOBILE LLC 26 NOVEMBER- END USER FEES FLEET	49.80	5-09-55-502-001-310 Parking Electronic Costs	032-2025-002708	
12/31/25	PARKDCP	25-00217	27 NOVEMBER- END USER FEES	18,330.20	5-09-55-502-001-310 Parking Electronic Costs	032-2025-002708	
			P.O. Total:	<u>18,380.00</u>			
REDWING RED WING BRANDS OF AMERICA INC							
12/31/25	PARKDCP	25-02583	1 2025 UNIFORM BOOTS	450.00	5-09-55-502-001-801 Parking Uniforms/Clothing	20251210112324	
12/31/25	PARKDCP	25-00060	RUSSE RUSSELL REID WASTE HAULING & 12 Tatlock sports 1 sve 2 days wk	1,488.00	5-28-72-400-FUF-EXP Field User Fees Expenditures	Q-1380192	
SLCONTRA S AND L CONTRACTORS, LLC							
12/31/25	PARKDCP	25-02591	1 SNOW REMOVAL SERVICES	7,520.00	5-09-55-205-000 Parking Reserve for Snow Removal	121425-100	
THENEWFN THE NEW FUN SERVICES							
12/31/25	PARKDCP	25-02450	1 INFLATABLE PLAY CENTERS	700.00	5-28-71-300-OPE-GYM RT-RAP OPEN GYM	43037147	
12/31/25	PARKDCP	25-02450	2 GIANT SLIDE	925.00	5-28-71-300-OPE-GYM RT-RAP OPEN GYM	43037147	
12/31/25	PARKDCP	25-02450	3 OBSTACLE COURSE	700.00	5-28-71-300-OPE-GYM RT-RAP OPEN GYM	43037147	
12/31/25	PARKDCP	25-02450	4 DUNK TANK- TRADITIONAL	650.00	5-28-71-300-OPE-GYM RT-RAP OPEN GYM	43037147	
12/31/25	PARKDCP	25-02450	5 GENERATOR	450.00	5-28-71-300-OPE-GYM RT-RAP OPEN GYM	43037147	
12/31/25	PARKDCP	25-02450	6 STAFF	585.00	5-28-71-300-OPE-GYM RT-RAP OPEN GYM	43037147	
12/31/25	PARKDCP	25-02450	7 INTERACTIVE BUBBLES	1,000.00	5-28-71-300-OPE-GYM RT-RAP OPEN GYM	43037147	
			P.O. Total:	<u>5,010.00</u>			
THOMPS32 THOMPSON SPORTING GOODS INC							
12/31/25	PARKDCP	25-02558	1 UNIFORM- HEAVY KNIT SWEATER	16.00	5-09-55-502-001-801 Parking Uniforms/Clothing	1242025	
VANDERTR VANDERHOOF TRANSPORTATION CO							
12/31/25	PARKDCP	25-01663	1 Asbury Park Trip	1,295.00	5-28-71-300-SUM-CAM RT-RAP Summer Camp	77264	
12/31/25	PARKDCP	25-01663	2 Asbury Park Trip	1,295.00	5-28-71-300-SUM-CAM RT-RAP Summer Camp	77266	
			P.O. Total:	<u>2,590.00</u>			

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/31/25	PARKDCP	25-00058	WAVEXLLC WAVEX LLC 29 TryCan social event	75.43	5-28-71-300-TRY-ESS RT-RAP TryCAN Enrichment & Social Skills	TRYCAN SOCIAL	
12/31/25	PARKDCP	25-00229	WBMASON W.B. MASON CO, INC 72 ORDER 12/9- BLACK TONER	79.89	5-09-55-502-001-201 Parking Supplies and Materials	S157818312	
12/31/25	PARKDCP	25-00229	73 ORDER 12/9- BLACK TONER	77.98	5-09-55-502-001-201	S157818312	
12/31/25	PARKDCP	25-00229	74 ORDER 12/9- SCISSORS	0.96	5-09-55-502-001-201	S157818312	
12/31/25	PARKDCP	25-00229	75 ORDER 12/9- ADVIL	38.98	5-09-55-502-001-201	S157818312	
12/31/25	PARKDCP	25-00229	76 ORDER 12/9- ELECTRIC STAPLER	14.61	5-09-55-502-001-201	S157818312	
12/31/25	PARKDCP	25-00229	77 ORDER 12/9- PUSH PINS	1.12	5-09-55-502-001-201	S157818312	
12/31/25	PARKDCP	25-00229	78 ORDER 12/9- HOT CUPS	66.27	5-09-55-502-001-201	S157818312	
12/31/25	PARKDCP	25-00229	79 ORDER 12/9- BLACK TONER	87.98	5-09-55-502-001-201	S157818312	
12/31/25	PARKDCP	25-00229	80 ORDER 12/9- PAPER SORTER	33.18	5-09-55-502-001-201	S157818312	
12/31/25	PARKDCP	25-00229	81 ORDER 12/9- POST-IT	15.62	5-09-55-502-001-201	S157818312	
12/31/25	PARKDCP	25-00229	82 ORDER 12/9- HIGHLIGHTER	5.73	5-09-55-502-001-201	S157818312	
			P.O. Total:	422.32	Parking Supplies and Materials		
12/31/25	PARKDCP	25-00224	ZAPPIASC ZAPPIAS CUCINA AND BRICK OVEN 4 STAFF MEETING LUNCH 12/16	125.00	5-09-55-502-001-804 Parking Training & Seminars	14770,746	
			Total for Batch: PARKDCP	68,507.85			
12/31/25	SAFETY	25-02453	4IMPRINT 4IMPRINT, INC. 1 Staff Appreciation Items	454.69	5-01-25-240-000-800 POL Employee Support	14569908	
12/31/25	SAFETY	25-02453	2 Staff Appreciation Items	808.64	5-01-25-240-000-501 POL Department Revision Program	14569908	
			P.O. Total:	1,263.33			
12/31/25	SAFETY	25-02520	AIRBRA50 AIR BRAKE & EQUIPMENT 1 X082PC CNTR PARTS KIT	198.08	5-01-25-265-000-201 Fire Supplies and Materials	317264	
12/31/25	SAFETY	25-02520	2 X1-121012 CENTER BEARING	263.25	5-01-25-265-000-201 Fire Supplies and Materials	317264	
			P.O. Total:	461.33			

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/31/25	SAFETY	25-01550	AJC A. J. CELIANO, INC. 7 CHECK HEATING SYSTEM	520.00	5-01-25-265-000-500 Fire Contract Services	17401	
12/31/25	SAFETY	25-01692	AVENUED AVENUE DELI 4 Command Staff Meeting w/DB	137.34	5-01-25-240-000-500 POL Contract Svcs	1212	
12/31/25	SAFETY	25-00252	BUY-WI50 BUY-WISE AUTO PARTS 122 Car 3 - TPMS Sensor	41.81	5-01-25-240-000-703 POL Vehicle Maintenance	10EM4213	
12/31/25	SAFETY	25-00252	123 Car 4 - WIX Filter	8.81	5-01-25-240-000-703 POL Vehicle Maintenance	10E03051	
12/31/25	SAFETY	25-00252	124 Car 14 - Hub Asm Frt Whl	149.91	5-01-25-240-000-703 POL Vehicle Maintenance	10EP2684	
12/31/25	SAFETY	25-00252	125 Car 5 - TPSMSensor/Spark Plugs	65.63	5-01-25-240-000-703 POL Vehicle Maintenance	10ET6311	
12/31/25	SAFETY	25-00252	126 Car 5 - Ignition Coil	235.14	5-01-25-240-000-703 POL Vehicle Maintenance	10ET6735	
12/31/25	SAFETY	25-00252	127 Car 5 - Cabin Air Filter	28.74	5-01-25-240-000-703 POL Vehicle Maintenance	10EU7853	
12/31/25	SAFETY	25-00252	128 Car 5 - TPMS Sensor	41.81	5-01-25-240-000-703 POL Vehicle Maintenance	10EU8909	
12/31/25	SAFETY	25-00252	129 Car 5 - Brakes/Rotors	536.71	5-01-25-240-000-703 POL Vehicle Maintenance	10EV1668	
12/31/25	SAFETY	25-00252	130 Car 5 - KIT TPMS Sensor	42.88	5-01-25-240-000-703 POL Vehicle Maintenance	10EU8173	
			P.O. Total:	1,151.44			
12/31/25	SAFETY	25-00111	CANONFIN CANON FINANCIAL SERVICES INC 15 December 2025 Inv.# 42311100	89.52	5-01-27-330-000-500 BOH Contract Svcs	42311100	
12/31/25	SAFETY	25-02440	CDIINC CAREER DEVELOPMENT INSTITUTE 1 PTC Certified HELO Training	449.00	5-01-25-240-000-804 POL Training & Seminars	PTC CERTIFIED	
12/31/25	SAFETY	25-01942	CIOCCAFL CIOCCA FORD LINCOLN OF 1 2025 FORD F150 SUPER CREW CAB	45,259.70	C-04-33-049-00B-130 3349B FD Fire Utility Vehicle	23859	
12/31/25	SAFETY	25-02632	CITYOF55 CITY OF SUMMIT PETTYCASH 1 Year End Petty Cash Reimburse.	159.65	5-01-25-240-000-201 POL Supplies and Materials	PETTY CASH	
12/31/25	SAFETY	25-02632	2 Year End Petty Cash Reimburse.	11.75	5-01-25-240-000-500 POL Contract Svcs	PETTY CASH	
			P.O. Total:	171.40			
12/31/25	SAFETY	25-00167	COMCA840 COMCAST BUSINESS 11 Monthly Utility Services	46.81	5-01-25-240-000-500	11/23/2025	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
POL Contract Svcs							
12/31/25	SAFETY	25-02343	CONDUENT CONDUENT STATE&LOCAL SOLUTIONS 1 EZ Pass Account Replenishment	200.00	5-01-25-240-000-703 POL Vehicle Maintenance	REPLENISHMENT	
CROSSEDU CROSSROADS EDUCATION							
12/31/25	SAFETY	25-02595	1 EMERGENCY MANAGER 1 B.HARNOIS	650.00	5-01-25-265-000-805 Fire Tuition Reimbursement	EM1-S26-23	
12/31/25	SAFETY	25-02595	2 EMERGENCY MANAGER 1 M. LEMONS	650.00	5-01-25-265-000-805 Fire Tuition Reimbursement	EM1-S26-24	
P.O. Total:				1,300.00			
CUSTOM25 CUSTOM BANDAG INC							
12/31/25	SAFETY	25-00256	13 Fleet Tires	2,760.00	5-01-25-240-000-703 POL Vehicle Maintenance	70236987	
DREYER50 DREYER'S LUMBER & HARDWARE INC							
12/31/25	SAFETY	25-02548	1 SNOW CHAIN RAMPS	103.95	5-01-25-265-000-201 Fire Supplies and Materials	789492	
FITNESS1 FITNESS SOURCE LLC							
12/31/25	SAFETY	25-02331	1 GYM EQUIPMENT	41.00	G-02-24-822-011-000 2020 FM Global Grant - Fire	1022	
12/31/25	SAFETY	25-02331	2 GYM EQUIPMENT	352.70	G-02-24-824-023-000 2023 Other Fellows First Grant FHQ	1022	
12/31/25	SAFETY	25-02331	3 GYM EQUIPMENT	4,500.00	G-02-24-842-023-001 2023 Community Foundation Other FF FHQ	1022	
P.O. Total:				4,893.70			
IFP00050 INSTITUTE FOR FORENSIC PSYCHOL							
12/31/25	SAFETY	25-00872	5 New Hire Examination (154/155)	1,100.00	5-01-25-240-000-900 POL Miscellaneous (promo exams etc)	23338	
JCPL0050 JCP&L							
12/31/25	SAFETY	25-00384	13 100 140 223 304 301 BROAD ST	5,093.53	5-01-31-430-000-100 Electricity	95827425268	
JCPL0050 JCP&L							
12/31/25	SAFETY	25-00571	12 100064741075 MORRIS & SUMMIT	58.73	5-01-31-430-000-100 Electricity	95358745496	
NATALE50 NATALE'S SUMMIT BAKERY INC							
12/31/25	SAFETY	25-00126	5 SFD 9/11 OBSERVANCE	78.30	5-01-25-265-000-804 Fire Training & Seminars	120580	
12/31/25	SAFETY	25-00126	8 NOVEMBER MEETING	29.60	5-01-25-265-000-804 Fire Training & Seminars	269988	
P.O. Total:				107.90			

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/31/25	SAFETY	25-00085	NATIONFU NATIONAL FUEL OIL INC 12 GASOLINE	1,375.01	5-01-31-460-000-000 GASOLINE	109225	
12/31/25	SAFETY	25-02359	NEWJER36 NEW JERSEY FIRE EQUIPMENT COMP 1 SNAP-TITE 5" STORZ COUPLINGS	900.00	C-04-32-057-00B-120 3257B FD Fire Hose Replacement	76133	
12/31/25	SAFETY	25-00627	NJ-AME50 NJ-AMERICAN WATER CO. 12 100 MORRIS AVE FIRE	277.40	5-01-31-445-000-100 Water	12/04/2025	
12/31/25	SAFETY	25-00859	PORTER33 PORTER LEE CORPORATION 1 BEAST Evidence Storage System	1,265.00	5-01-25-240-000-500 POL Contract Svcs	32783	
12/31/25	SAFETY	25-02479	QUIKTEKS QUIKTEKS LLC 1 POE Managed Switch - Cameras	5,929.00	5-01-25-240-000-500 POL Contract Svcs	41353	
12/31/25	SAFETY	25-00122	READSAUT READ'S AUTO PARTS CO INC 68 GAT COUPLINGS	28.99	5-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	116749	
12/31/25	SAFETY	25-00122	69 GAT COUPLINGS	27.99	5-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	116749	
			P.O. Total:	56.98			
12/31/25	SAFETY	25-00125	SUMMIT40 SUMMIT INDUSTRIAL HARDWARE INC 130 ZIP IT KIT 8X1/4 MED DUTY	1.46	5-01-25-265-000-201 Fire Supplies and Materials	949705	
12/31/25	SAFETY	25-00125	131 ZIP IT KIT 8X1/4 MED DUTY	18.40	5-01-25-265-000-402 Fire Building Maintenance	949705	
12/31/25	SAFETY	25-00125	132 BOLTS & NUTS	0.48	5-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	949705	
			P.O. Total:	20.34			
12/31/25	SAFETY	25-00253	TEAMSUMM TEAM SUMMIT CAR WASH LLC 12 November Vehicle Fleet Washes	267.84	5-01-25-240-000-703 POL Vehicle Maintenance	INV2937	
12/31/25	SAFETY	25-02183	UNDERWR UL LLC 1 NFPA ANN'L AERIAL LADDER	2,175.00	5-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	72020654767	
12/31/25	SAFETY	25-02183	2 NFPA ANN'L GROUND LADDER	1,978.16	5-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	72020654767	
12/31/25	SAFETY	25-02183	3 NFPA 20 HS APPLIED 12/9/25	60.00	5-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	72020654767	
			P.O. Total:	4,213.16			

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/31/25	SAFETY	25-02570	UNIONC20 UNION COUNTY FIRE CHIEFS ASSOC 1 2026 UCFCA MEMBERSHIP	400.00	5-01-25-265-000-804 Fire Training & Seminars	2018-2601	
12/31/25	SAFETY	25-02524	USDIGITA US DIGITAL DESIGNS INC 1 SERV AGRMT STAT ALERT DISPATCH	2,464.11	5-01-25-265-000-500 Fire Contract Services	5271651931	
12/31/25	SAFETY	25-02524	2 SERV AGRMT STAT ALERT FH	6,728.51	5-01-25-265-000-500 Fire Contract Services	5271651931	
12/31/25	SAFETY	25-02524	3 SERV AGRMT COMPONENTS	27.35	5-01-25-265-000-500 Fire Contract Services	5271651931	
12/31/25	SAFETY	25-02524	4 SERV AGRMT COMPONENTS	167.68	5-01-25-265-000-803 Fire Clothing Allowance	5271651931	
			P.O. Total:	9,387.65			
12/31/25	SAFETY	25-00003	VERIZON1 VERIZON 15 ACCT#357-615-493-0001-54	212.45	5-01-31-440-000-000 TELEPHONE	12/19/2025	
12/31/25	SAFETY	25-00018	VERIZON1 VERIZON 13 957-606-085-0001-87	73.44	5-01-31-440-000-000 TELEPHONE	12/08/2025	
12/31/25	SAFETY	25-00192	VERIZON1 VERIZON 13 552 031 077 0001 95 FD	126.99	5-01-31-440-000-000 TELEPHONE	12/09/2025	
12/31/25	SAFETY	25-02443	WITMER WITMER PUBLIC SAFETY GROUP 1 FLASHLIGHTS	210.64	5-01-25-265-000-201 Fire Supplies and Materials	INV786154	
			Total for Batch: SAFETY	89,883.58			
12/31/25	WORKS	25-02213	ADAMSC50 ADAM SCHEPPE LANDSCAPING 1 Top dress/reseed lawn	850.00	C-04-32-042-00F-120 3242F DCS Open Space Management	278758	
12/31/25	WORKS	25-02573	AFPSPRIN A.F.P. SPRINKLER CORPORATION 1 Fire sprnklr head replacement	795.00	5-01-26-310-000-418 PB&G Repairs - 100 Morris Ave Comm Cntr	10659	
12/31/25	WORKS	25-02581	AMERIC64 AMERICAN TRAFFIC & STREET SIGN 1 Mast arm sign glenside & broad	2,925.00	5-01-26-300-000-408 PW Traffic Signal Maintenance	00536-L	
12/31/25	WORKS	25-02615	BALLYS50 BALLY'S PARK PLACE CASINO RESO 1 NJ SUSTAIN CONF 3/4/26-3/6/26	571.94	G-02-26-806-024-001 2024 Clean Communities (PO)	NJ SUSTAIN CONF	
12/31/25	WORKS	25-02607	BRADYDRI DRISCOLL, BRADY 1 SUB COVERAGE FOR PLUMBING	225.00	5-18-00-701-000-104	SUB COVERAGE	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
UCC Overtime							
12/31/25	WORKS	25-02538	BROOKSID BROOKSIDE FRIENDLY SERVICE INC 1 BOE VEH '10 MG87888 WHEEL ALGN	149.95	5-01-26-315-000-201 Garage Supplies and Materials	71.986	
12/31/25	WORKS	25-02216	CAMPBE20 CAMPBELL FOUNDRY CO 1 24'grte/frame/b1td frme	3,420.00	C-04-33-013-00E-100 3313E DCS Stormwater Drainage Impt Prjct	1131152&1132348	
12/31/25	WORKS	25-00301	CANONB66 CANON BUSINESS SOLUTIONS-EAST 9 copier maint.	236.30	5-01-32-465-000-201 CS Supplies and Materials	6013993386	
12/31/25	WORKS	25-00302	CANONFIN CANON FINANCIAL SERVICES INC 15 DCS Copier maint	106.61	5-01-32-465-000-701 CS Equipment	42311098	
12/31/25	WORKS	25-00271	CHATHA40 CHATHAM LAWNMOWER SERVICE, INC 2 14'pwr cutter/cutting wheel	1,169.99	4-01-26-290-000-201 RRM Supplies	114244	
12/31/25	WORKS	25-00271	3 cutting wheel	328.89	4-01-26-290-000-201 RRM Supplies	113860	
12/31/25	WORKS	25-00271	4 trigger interlock	5.84	4-01-26-290-000-201 RRM Supplies	113860	
			P.O. Total:	1,504.72			
12/31/25	WORKS	25-00304	CINTASCO CINTAS CORPORATION NO. 2 50 Mops,rags,mcr fbr, hnd sntzr	46.08	5-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4252090106	
12/31/25	WORKS	25-00926	CPENGINE CP ENGINEERS LLC 10 11/30/25 DOREMUS IMPROVMNT PRJ	843.75	C-06-32-087-00A-028 3287A Priority Spot Repairs/Investigatio	16832	
12/31/25	WORKS	25-01596	CPENGINE CP ENGINEERS LLC 5 8/31 ORCHARD ST IMPROVEMNT PRJ	9,606.60	C-04-33-013-00F-115 3313F DCS Orchard Street	16304	
12/31/25	WORKS	25-01596	6 11/30 ORCHARD ST IMPROVEMNT PRJ	517.50	C-04-33-013-00F-115 3313F DCS Orchard Street	16388	
			P.O. Total:	10,124.10			
12/31/25	WORKS	25-01861	CPENGINE CP ENGINEERS LLC 4 8/31/25 ARGYLE CT SEWER INVSG	360.00	C-06-33-014-00A-036 3314A Spot Repairs	16305	
12/31/25	WORKS	25-01861	5 11/30/25 ARGYLE CT SEWER INVSG	225.00	C-06-33-014-00A-036 3314A Spot Repairs	16834	
			P.O. Total:	585.00			

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/31/25	WORKS	25-01878	CPENGINE CP ENGINEERS LLC 3 OCTOBER 25 REVIEW SEWER TAPES	6,723.75	C-06-32-087-00A-034 3287A Sewer Lining	16669	
12/31/25	WORKS	25-01878	4 NOV 25 CONSTRUCTION DOCUMENTS	5,165.00	C-06-32-087-00A-034 3287A Sewer Lining	16836	
12/31/25	WORKS	25-01878	5 AUGUST SUMMIT LINES C&K LINING	450.00	C-06-32-087-00A-034 3287A Sewer Lining	16307	
12/31/25	WORKS	25-01878	6 SRV THRU 9/30 C&K LINING REPLC	5,478.75	C-06-32-087-00A-034 3287A Sewer Lining	16473	
			P.O. Total:	17,817.50			
12/31/25	WORKS	24-01580	DENBAR DENBAR CONSTRUCTION INC 5 ASHWOOD GRADING & WALL CONSTRU	8,146.92	C-04-33-013-00E-100 3313E DCS Stormwater Drainage Impt Prjct	2	
12/31/25	WORKS	25-02567	EDUMIND EDUMIND INC 1 K SALAMA PE CIVIL WR/ENV COURS	1,799.00	5-01-32-465-000-812 CS Licenses and Certifications	0191064	
12/31/25	WORKS	25-02582	EICGROUP EIC GROUP LLC 1 DESIGN SERVICES FOR PARK LINE	17,000.00	T-03-56-286-000-143 Reserved Summit Parkline	23001-12	
12/31/25	WORKS	25-00531	EVOQUA EVOQUA WATER TECHNOLOGIES LLC 9 11/25 BIOXIDE SEWER ODOR CONTR	3,710.00	5-07-55-502-004-491 Sewer Operating Odor Control	907333632	
12/31/25	WORKS	25-01762	FAIRFIELD MAINTENANCE INC. 4 11/6 MONTHLY UST WALK THRU	445.00	5-01-26-315-000-701 Garage UST Licensing Requirements	461276	
12/31/25	WORKS	25-00278	FINCHFUEL FINCH FUEL OIL CO INC 16 12/3/25 #2 fuel oil	997.70	5-01-31-447-000-000 HEATING OIL	78553	
12/31/25	WORKS	25-00278	17 12/3/25 #2 fuel oil tax	0.41	5-01-31-447-000-000 HEATING OIL	78553	
12/31/25	WORKS	25-00278	18 12/3/25 #2 fuel oil	349.44	5-01-31-447-000-000 HEATING OIL	79665	
12/31/25	WORKS	25-00278	19 12/3/25 #2 fuel oil tax	0.15	5-01-31-447-000-000 HEATING OIL	79665	
			P.O. Total:	1,347.70			
12/31/25	WORKS	25-00308	FLOORMAT FLOORMAT MANAGEMENT, INC 24 Monthly billing floor mat serv	292.00	5-01-26-310-000-503 PB&G Community Center Mtn Contracts	13057	
12/31/25	WORKS	25-00309	FOLEYI50 FOLEY INCORPORATED 63 Service call #89	859.00	5-01-26-315-000-606 Garage COMPOST Equipment Maintenance	SIN00293415	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/31/25	WORKS	25-01903	GLOBALEQ GLOBAL EQUIPMENT COMPANY INC 1 PLASTIC LINER 36 GAL BLACK	172.51	5-01-26-306-000-202 TS Supplies and Materials	123561318	
12/31/25	WORKS	25-00427	HANOVE66 HANOVER SUPPLY CO INC 2 Sloan solenoid	27.54	5-01-26-310-000-418 PB&G Repairs - 100 Morris Ave Comm Cntr		BLANKET CONTROL
12/31/25	WORKS	25-01685	HANOVE66 HANOVER SUPPLY CO INC 1 BACK FLOW PREVENTER PROMENADE	391.51	5-01-29-401-000-200 Downtown Maintenance - OE	W3096744	
12/31/25	WORKS	25-02078	HANOVE66 HANOVER SUPPLY CO INC 1 Bckspd tlt bowl/seat cvr/waxs1	223.33	5-01-26-310-000-418 PB&G Repairs - 100 Morris Ave Comm Cntr	W3099820	
12/31/25	WORKS	25-02302	HANOVE66 HANOVER SUPPLY CO INC 1 vac breaker repair kt	20.34	5-01-26-310-000-418 PB&G Repairs - 100 Morris Ave Comm Cntr	W3102138	
12/31/25	WORKS	25-02302	2 thermostat	57.13	5-01-26-310-000-418 PB&G Repairs - 100 Morris Ave Comm Cntr	W3102138	
			P.O. Total:	77.47			
12/31/25	WORKS	25-02463	HANOVE66 HANOVER SUPPLY CO INC 1 vacuum brkr kit for stock	20.34	5-01-26-310-000-201 PB&G Supplies and Materials	W3101841	
12/31/25	WORKS	25-02468	HANOVE66 HANOVER SUPPLY CO INC 1 Toilets and parts	542.49	5-01-26-310-000-201 PB&G Supplies and Materials	W3103437	
12/31/25	WORKS	25-02504	HOFFMANS HOFFMAN SERVICES INC 4 Multi purpose adptrs and accs	21,000.00	C-04-32-042-00A-220 3242A DCS 41 Chatham Rd Bldg Maintenance	23226	
12/31/25	WORKS	25-02504	5 Multi purpose adptrs and accs	1,215.56	C-04-33-013-00A-230 3313A DCS Chatham Rd Bldg Upgrades	23226	
12/31/25	WORKS	25-02504	6 Multi purpose adptrs and accs	2,389.44	C-04-33-049-00A-230 3349A DCS DPW 41 Chatham Rd Bldg Upgrade	23226	
			P.O. Total:	24,605.00			
12/31/25	WORKS	25-00311	HOMEDE33 HOME DEPOT CREDITSVCS (DCS&FD) 78 whspr stk, swvl snp,dmd hle sw	1,164.15	5-01-26-310-000-201 PB&G Supplies and Materials	1120575	
12/31/25	WORKS	25-02436	INTERSTA INTERSTATE WASTE SERVICES OF 2 Monthly Recycling Serv.	70,066.67	5-01-26-305-001-512 Recycling Curbside Collection	175965	
12/31/25	WORKS	25-00197	JCPLO050 JCP&L 13 100047563711 BRYANT PARK ST LG	14.01	5-01-31-435-000-000	95279043934	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
STREET LIGHTING							
12/31/25	WORKS	25-00199	JCPL0050 JCP&L 13 100005845548 CITY FLOOD LIGHTS	48.03	5-01-31-435-000-000 STREET LIGHTING	95328897520	
12/31/25	WORKS	25-00200	JCPL0050 JCP&L 13 100005845241 CITY HALL	992.17	5-01-31-435-000-000 STREET LIGHTING	95328897519	
12/31/25	WORKS	25-00202	JCPL0050 JCP&L 13 100 005 845 282 CITY HALL	13,322.53	5-01-31-435-000-000 STREET LIGHTING	95279043932	
12/31/25	WORKS	25-00451	JCPL0050 JCP&L 12 100005626567 CONSTANTINE PUMP	2,642.06	5-07-55-502-004-601 Sewer Operating Pumps Electricity	98811093740	
12/31/25	WORKS	25-00556	JCPL0050 JCP&L 12 100004835532 NEW PROV AVE SWR	709.11	5-07-55-502-004-601 Sewer Operating Pumps Electricity	95318916077	
12/31/25	WORKS	25-02004	JCPL0050 JCP&L 5 100 164 609 925 E BIKES ELEC	9.46	5-01-31-430-000-100 Electricity	95885493123	
12/31/25	WORKS	25-00313	LORCOP50 LORCO PETROLEUM 8 oil removal	100.00	5-01-26-308-000-201 Disposal Fees - Recycling Materials	2067908-IN	
12/31/25	WORKS	25-00313	9 oil removal	108.00	5-01-26-308-000-201 Disposal Fees - Recycling Materials	2077958	
			P.O. Total:	208.00			
12/31/25	WORKS	25-00769	MOTTMACD MOTT MACDONALD LLC 8 NOVEMBER 25 FIRE HEADQTRS UST	2,704.50	C-04-33-013-00A-270 3313A DCS Decommission old FHQ Fuel Tank	507521765	
12/31/25	WORKS	25-00315	NATIONFU NATIONAL FUEL OIL INC 19 Plus gasoline	2,361.25	5-01-31-460-000-000 GASOLINE	108518	
12/31/25	WORKS	25-00316	NATIONFU NATIONAL FUEL OIL INC 32 ulsd dyed winter blend	345.97	5-01-31-461-000-000 DIESEL FUEL	108595	
12/31/25	WORKS	25-00316	NATIONFU NATIONAL FUEL OIL INC 33 ulsd dyed winter blend	3,147.10	5-01-31-461-000-000 DIESEL FUEL	108537	
			P.O. Total:	3,493.07			
12/31/25	WORKS	25-00621	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210025811013 3 Constantin	64.97	5-07-55-502-004-605	12/04/2025	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
Sewer Operating Water							
12/31/25	WORKS	25-02606	NJTRAN50 NJ TRANSIT CORPORATION 1 BIKE SHELTER ANNUAL LEASE	349.00	5-01-32-465-000-812 CS Licenses and Certifications	INV0281882	
12/31/25	WORKS	25-02487	POWERP50 POWER PLACE INC 2 Salt Spreader	4,565.00	C-04-33-013-00C-300 3313C DCS F250 4WD Pick up w/ plow	1302993	
12/31/25	WORKS	25-02475	PURESAN HOLDINGS LLC 1 Custodial cleaner	739.04	5-01-26-310-000-201 PB&G Supplies and Materials	215198	
12/31/25	WORKS	25-02576	QUIKTEKS LLC 1 2 ACROBAT PRO SUB DCS	575.76	5-01-32-465-000-806 CS Memberships	41364	
12/31/25	WORKS	25-02590	SOMERS60 SOMERSET UNION SOIL 1 SOIL EROSION ASHLAND RD SIDWLK	875.00	C-04-33-049-00F-180 3349F DCS Sidewalk Infrastructure Projec	SOIL EROSION	
12/31/25	WORKS	25-00323	SOSGAS50 SOS GASES INC 19 DECEMBER 25 CYLINDER RENTAL	39.25	5-01-26-306-000-202 TS Supplies and Materials	300897-R	
12/31/25	WORKS	25-00283	SUMMIT22 SUMMIT DINER 8 12/14/25 SNOW OT MEALS DPW	230.00	5-01-26-290-000-408 RRM Snow Removal Materials	12/14/2025	
12/31/25	WORKS	25-00392	SUMMIT40 SUMMIT INDUSTRIAL HARDWARE INC 394 SHOVEL, RAKE, TAPE, DISH SOAP	303.62	5-01-26-290-000-201 RRM Supplies	948596	
12/31/25	WORKS	25-00392	395 GAL - 50 BLEND ANTIFREEZE	14.60	5-01-26-290-000-201 RRM Supplies	948646	
12/31/25	WORKS	25-00392	396 SIZE 15 YEL RUBBER BOOTS	40.79	5-01-26-300-000-201 PW Supplies	948697	
12/31/25	WORKS	25-00392	397 BLACK DRAIN CLEANER QT	10.19	5-01-26-310-000-201 PB&G Supplies and Materials	948784	
12/31/25	WORKS	25-00392	398 MOUSE REPELLENT 12PK	28.89	5-01-26-310-000-201 PB&G Supplies and Materials	948809	
12/31/25	WORKS	25-00392	399 RAKE AND SNOW SHOVELS	208.72	5-01-28-375-000-205 P&ST Tools	948705	
12/31/25	WORKS	25-00392	400 10PK 22-18 BUTT SPLICE	28.02	5-01-26-290-000-201 RRM Supplies	949327	
12/31/25	WORKS	25-00392	401 WAX&DRY, TIRE GLOSS, WHL CLNR	73.47	5-01-26-300-000-201 PW Supplies	949473	
12/31/25	WORKS	25-00392	402 SINGLE CUT KEY	20.00	5-01-26-300-000-201 PW Supplies	949423	
12/31/25	WORKS	25-00392	403 24" FATMAX BAR, SCOOP POLY	107.07	5-01-26-300-000-205 PW Tools	949027	
12/31/25	WORKS	25-00392	404 STREAMLIGHT E-SPOT LITE BOX KT	550.00	5-01-26-300-000-205	949472	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/31/25	WORKS	25-00392 405	SNGLE CUT KEY TREE SUPPLY CAB	7.50	PW Tools 5-01-28-375-000-204	949385	
12/31/25	WORKS	25-00392 406	VICTOR EZ SET RAT TRAP PARKS	6.78	P&ST Grounds Maintenance Materials 5-01-28-375-000-204	949279	
12/31/25	WORKS	25-00392 407	WINDEX, DISH SOAP, CAR FRESHNR	34.63	P&ST Grounds Maintenance Materials 5-01-28-375-000-204	949390	
12/31/25	WORKS	25-00392 408	6CT DBL SAS ROLLS	25.54	P&ST Grounds Maintenance Materials 5-01-28-375-000-204	949392	
12/31/25	WORKS	25-00392 409	RAIN ST, 8FT MULTI END CORD	105.28	P&ST Grounds Maintenance Materials 5-01-26-300-000-201	950093	
12/31/25	WORKS	25-00392 410	36" SHOVEL FOR PADDLE BALL CT	65.71	PW Supplies 5-01-28-375-000-204	950178	
12/31/25	WORKS	25-00392 411	SINGLE CUT KEY FOR RESTROOM	12.50	P&ST Grounds Maintenance Materials 5-01-28-375-000-204	949660	
12/31/25	WORKS	25-00392 412	18" POLY SNOW REMOVAL SHOVEL	101.94	P&ST Grounds Maintenance Materials 5-01-28-375-000-204	949716	
			P.O. Total:	1,745.25	P&ST Grounds Maintenance Materials		
12/31/25	WORKS	25-00357	UNIFORMS UNIFORM STATES OF AMERICA LLC 20 LAUNDERING SERVICE AND DELIVERY	60.50	5-01-26-315-000-802 Garage DPW Uniform Cleaning	105328	
12/31/25	WORKS	25-02563	UNIONC64 UNION COUNTY UTILITES AUTHORIT 1 NOV 25 TIPPING FEES	72,692.08	5-01-26-308-000-201 Disposal Fees - Recycling Materials	NOVEMBER 2025	
12/31/25	WORKS	25-02563	2 NOV 25 TIPPING FEE REBATE	9,655.80	5-01-26-308-000-201 Disposal Fees - Recycling Materials	NOVEMBER 2025	
			P.O. Total:	63,036.28			
12/31/25	WORKS	25-02566	VILLTRAT VILLAGE TRATTORIA 1 UCC Meeting	308.31	5-18-00-701-000-700 UCC Equipment	12/10/25	
12/31/25	WORKS	25-00326	WASAK WASAK INC 5 4TH QTR WATER TMT PRD & SVCS	850.00	5-01-26-310-000-502 PB&G City Hall Maintenance Contracts	IN-02387	
12/31/25	WORKS	25-00329	WBMASON W.B. MASON CO, INC 145 CLEANING SUPPLIES	485.73	5-01-26-310-000-201 PB&G Supplies and Materials	258759401	
12/31/25	WORKS	25-02594	WEIGHT50 WEIGHTS & MEASURES FUND 1 RENEWL APP 2026 TRANF ST SCALE	100.00	5-01-26-306-000-216 TS Facility Licenses	01-23009-26	
12/31/25	WORKS	25-00389	WELDON25 WELDON ASPHALT DIVISION 66 I-5 FABC	1,556.53	5-01-26-290-000-211 RRM Road Materials	03089255	
12/31/25	WORKS	25-00389	67 ESC PLANT	204.12	5-01-26-290-000-211	03089255	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/31/25	WORKS	25-00389	68 TOP FINE MIX	2,920.24	RRM Road Materials 5-01-26-290-000-211	03089255	
12/31/25	WORKS	25-00389	69 TAC-KOTE PAIL	90.00	RRM Road Materials 5-01-26-290-000-211	03089255	
12/31/25	WORKS	25-00389	70 I-2 STAB	7,367.17	RRM Road Materials 5-01-26-290-000-211	03089255	
12/31/25	WORKS	25-00389	71 I-2 STAB	992.57	RRM Road Materials 5-01-26-290-000-211	03089255	
12/31/25	WORKS	25-00389	72 I-2 STAB	2,414.28	RRM Road Materials 5-01-26-290-000-211	03089255	
12/31/25	WORKS	25-00389	73 I-2 STAB	1,149.59	RRM Road Materials C-04-32-057-00B-320	03089255	
12/31/25	WORKS	25-00389	74 ESC PLANT	14.70	3257B DCS Purchase of Log Splitter/Mill C-04-32-057-00B-320	03089255	
					3257B DCS Purchase of Log Splitter/Mill		
			P.O. Total:	16,709.20			
			WELDON50 WELDON CONCRETE DIVISION				
12/31/25	WORKS	25-00328	81 MARKING PAINT WHITE	100.80	RRM Supplies 5-01-26-290-000-201	05068120	
12/31/25	WORKS	25-00328	82 CEMENT, QUIKCRETE MASON	68.25	RRM Road Materials 5-01-26-290-000-211	05068120	
12/31/25	WORKS	25-00328	83 SEMI-SOL BLK 8*8*16	58.10	RRM Road Materials 5-01-26-290-000-211	05068120	
12/31/25	WORKS	25-00328	84 TWO CR RGLR 8*8*16	29.90	RRM Road Materials 5-01-26-290-000-211	05068120	
			P.O. Total:	257.05	RRM Road Materials		
			Total for Batch: WORKS	288,586.11			
			Total for Date: 12/31/25		Total for All Batches:	636,749.45	

Batch Id	Batch Total
Total for Batch: ADMIN	81,319.53
Total for Batch: FINANCE	108,452.38
Total for Batch: PARKDCP	68,507.85
Total for Batch: SAFETY	89,883.58
Total for Batch: WORKS	288,586.11
Total of All Batches:	<hr/> <hr/> 636,749.45

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
Current Fund	4-01	1,504.72	0.00	0.00	1,504.72
Current Fund	5-01	376,907.65	0.00	0.00	376,907.65
Sewer Operating	5-07	7,126.14	0.00	0.00	7,126.14
Parking Operating	5-09	35,336.55	7,520.00	0.00	42,856.55
Uniform Construction Code	5-18	693.31	0.00	0.00	693.31
Recreation Trust	5-28	16,890.76	0.00	0.00	16,890.76
	Year Total:	436,954.41	7,520.00	0.00	444,474.41
General Capital	C-04	105,953.05	0.00	0.00	105,953.05
Sewer Capital	C-06	19,246.25	0.00	0.00	19,246.25
	Year Total:	125,199.30	0.00	0.00	125,199.30
Grant Fund	G-02	5,465.64	0.00	0.00	5,465.64
Trust - Other	T-03	18,000.00	0.00	0.00	18,000.00
Self Insurance Trust	T-13	34,652.86	0.00	0.00	34,652.86
Unemployment Insurance	T-15	7,452.52	0.00	0.00	7,452.52
	Year Total:	60,105.38	0.00	0.00	60,105.38
	Total of All Funds:	629,229.45	7,520.00	0.00	636,749.45

Check Register Summary

12/26/25 - Bi-Weekly Hourly & Bi-Weekly Salary Reg

Description	Current		Year to Date	
	Units	Amount	Units	Amount
Earnings :				
1st RESP STI	0.00	0.00	0.00	46,500.00
Acting Pay	278.50	557.00	4,498.00	10,372.10
ADDITION	0.00	46,335.02	28.75	168,801.84
Additional Library Sunday	54.50	2,192.32	997.75	40,927.90
ARREST PROCESSING OT	1.50	144.76	49.00	3,636.99
BEREAVEMENT LEAVE	0.00	0.00	33.50	761.47
bFIT*	0.00	1,460.00	0.00	1,460.00
BURN TRAINING OT	0.00	0.00	129.00	11,605.51
CAR ALLOWANCE	0.00	600.00	0.00	10,500.00
COMMUNITY POLICING OT	0.00	0.00	5.00	499.89
COMP TIME	0.00	0.00	142.50	8,409.88
Conference/Seminar	0.00	0.00	20.00	495.12
COURT OT	0.00	0.00	48.00	4,567.61
CROSSING GUARD	413.50	13,700.00	7,356.85	243,425.00
DB INVESTIGATION OT	0.00	0.00	81.50	5,462.72
DETECTIVE CALL OUT OT	5.50	394.62	150.00	11,367.91
DOCK DAY	0.00	0.00	43.00	-1,450.38
DOUBLETIME	365.50	26,751.53	2,325.00	183,140.93
ELECTION	0.00	0.00	79.50	3,975.00
EMERGENCY RECALL OT	0.00	0.00	4.00	242.12
EXTRA DUTY SEC	8.50	425.00	254.50	12,615.00
EXTRA DUTY TRAFFIC	888.50	83,912.97	21,499.50	2,037,708.68
FAMILY MEDICAL LEAVE OT	0.00	0.00	10.00	891.12
FIRE PREVENTION DETAIL OT	0.00	0.00	83.50	6,338.85
FTO	203.50	2,035.00	2,486.00	24,860.00
GTL*	0.00	4,468.48	0.00	117,067.85
HOLIDAY	0.00	102.40	0.00	2,114.10
HOLIDAY STRAIGHT TIME	12.50	331.84	452.50	10,811.28
HOLIDAY WORKED	0.00	0.00	586.00	29,903.64
JURY DUTY	0.00	0.00	6.00	144.36
LATE CALL OT	5.00	473.43	87.50	7,142.04
LEAF COLLECTION STIPEND	128.00	1,341.00	2,556.00	25,469.38
MANPOWER BEREAVEMENT OT	0.00	0.00	6.00	369.67
MANPOWER COMP TIME OT	27.00	2,509.97	671.50	62,255.87
MANPOWER INJURY OT	0.00	0.00	19.00	1,093.62
MANPOWER OTHER OT	0.00	0.00	206.50	20,856.37
MANPOWER PERSONAL OT	7.00	431.28	149.00	14,909.94
MANPOWER SICK OT	3.50	228.68	363.00	34,478.19
MANPOWER SUPERVISOR OT	0.00	0.00	27.00	2,630.90
MANPOWER TRAINING OT	18.00	1,681.68	82.00	7,293.11
MANPOWER VACATION OT	34.00	3,312.53	874.50	86,731.88
MOD10 OT	0.00	0.00	95.50	5,874.50
NJ Wellness*	0.00	1,250.00	0.00	1,250.00
OFFICERS MEETING OT	6.00	696.86	40.00	4,434.41
OIC	0.00	0.00	269.00	2,690.00
OIC OT	0.00	0.00	0.00	723.90
Open Close	0.00	0.00	839.00	6,712.00
OVERTIME	299.75	17,552.08	7,418.75	436,016.06
PATROL BUREAU INVESTIGATION	9.50	619.11	41.50	2,804.01
PERSONAL DAY	21.37	479.96	60.52	1,366.75
Previous Qtr Adj	0.00	0.00	80.00	-192.32
PRISONER WATCH OT	0.00	0.00	5.50	453.80
Private Swim Lesson	0.00	0.00	652.50	16,665.00
REGULAR	15,696.63	757,950.74	442,796.75	20,252,077.31
REPORT WRITING OT	0.00	0.00	2.00	

Packet Pg. 158

Check Register Summary
12/26/25 - Bi-Weekly Hourly & Bi-Weekly Salary Reg

Description	Current		Year to Date	
	Units	Amount	Units	Amount
RETRO	0.00	0.00	0.00	108,635.41
RETRO OT	0.00	0.00	0.00	1,149.89
SICK	15.25	20,005.72	388.55	74,193.85
SIGNAL OT 10	8.00	662.05	511.50	36,906.58
SIGNAL OT 11	0.00	0.00	173.50	14,172.81
SPECIAL ASSIGNMENT OT	0.00	0.00	47.50	4,322.19
SPECIAL DETAIL/ASSIGNMENT OT	16.00	1,207.91	936.00	75,879.76
SPECIAL OPERATIONS OVERTIME	0.00	0.00	299.50	20,928.06
STAFFING / DEATH IN FAMILY OT	10.00	561.63	20.00	1,028.42
STAFFING COMP OT	62.00	4,506.53	380.00	30,899.95
STAFFING F FMBA CONV	3.50	434.29	61.50	4,769.20
STAFFING INJ Duty Injury	14.00	653.51	14.00	653.51
STAFFING R	0.00	0.00	10.00	891.12
STAFFING SIC OT	86.00	6,445.13	1,169.50	99,814.29
STAFFING TRAINING	0.00	0.00	66.00	4,936.80
STAFFING VAC OT	72.00	6,441.58	548.00	52,355.29
STIPEND	0.00	1,461.54	0.00	97,649.93
STORM EVENT OT	0.00	0.00	38.50	3,754.51
STRAIGHT TIME	8.00	257.09	365.80	10,242.56
TERMINAL LEAVE	0.00	0.00	80.00	3,727.98
TRAINING OT	0.00	0.00	189.00	16,981.79
UNIFORM	0.00	0.00	0.00	129,175.00
VACATION	55.00	1,174.81	501.00	10,765.77
Total Earnings :	18,837.50	1,015,750.05	504,512.22	24,795,199.56
Reimbursements / Sick Benefits :				
Reimbursement	0.00	650.62	0.00	650.62
WORKERS COMP REIMBURSEMENT	0.00	0.00	0.00	34,174.93
Total Reimbursements / Sick Benefits :	0.00	650.62	0.00	34,825.55
Total :	18,837.50	1,016,400.67	504,512.22	24,830,025.11
Employee Taxes :				
Federal W/T		115,066.58		2,593,243.67
Federal W/T Fixed		1,336.27		34,628.52
Fica Medicare		13,776.33		335,877.51
Fica Medicare Surtax		989.24		2,173.87
Fica Social Security		28,751.44		730,143.36
New Jersey W/T		39,520.64		933,217.33
New Jersey W/T Fixed		955.00		25,666.76
NJ Family Leave Ins.		2,423.85		77,257.59
NJ SDI Private		0.00		0.00
NJ SUI		124.26		13,878.94
NJ SUI (nr)		298.31		33,304.86
Total Employee Taxes :		203,241.92		4,779,392.41
Employee Deductions :				
Aetna Freedom10 #018 Pre-Tax		1,414.91		31,251.84
Aetna Freedom HDHigh #092		0.00		3,702.00
Aflac Post-Tax ACC		252.10		6,158.04
Aflac Post-Tax Cancer		24.44		609.70
Aflac Post-Tax Critical Illness		41.60		998.40
Aflac Post-Tax LIFE		105.05		2,140.20
Aflac Post-Tax STD		1,863.86		46,640.64
Aflac Pre-Tax ACC		1,040.90		27,068.05
Aflac Pre-Tax Cancer Pre-Tax		726.45		18,608.95
Aflac Pre-Tax HOSP		58.96		1,472.24
Ameriflex Pre-Tax C FLEX		145.83		3,761.50

Attachment: check reg summary 12-26-25 (12322 : Confirm Payment of Bills and Payroll - December 10 - 31, 2025)

Check Register Summary
12/26/25 - Bi-Weekly Hourly & Bi-Weekly Salary Reg

Description	Current		Year to Date	
	Units	Amount	Units	Amount
Ameriflex Pre-Tax DCA		283.33		9,049.92
BOSTON MUTUAL		38.37		1,469.04
CHILD SUPPORT		3,670.54		75,327.04
Colonial Post-Tax Cancer		71.10		1,706.40
Colonial Post-Tax Life Insurance		31.50		756.00
Colonial Post-Tax STD		127.50		3,060.00
Colonial Pre-Tax Cancer		117.30		3,123.62
Colonial Pretax Disability		143.63		3,447.12
Contr. Ins Prev Qtr Adj		0.00		-13.08
DCRP PENSION		2,116.61		51,413.87
DENTAL PRE-TAX		0.00		106.10
DENTAL PRE-TAX BACK		0.00		37.33
DENTAL PRE-TAX FLAGSHIP		5.05		115.64
DENTAL PRE-TAX PL1		628.79		15,026.51
DENTAL PRE-TAX PL2		1,132.52		26,988.22
DENTAL PRE-TAX PL4		3,158.37		75,178.11
Empower 457B Pre-Tax		7,943.61		211,991.64
Empower Roth Post-Tax		1,209.00		26,066.00
Equitable 457 Pre-Tax		6,498.19		250,390.31
Equitable ROTH Post-Tax		5,353.19		126,144.48
FMBA DUES		1,738.26		42,605.56
FMBA INSURANCE		6.50		156.00
Health Insurance Retro Pre-Tax		0.00		606.48
HORIZON HMO #011 Pre-Tax		2,479.57		59,048.87
LOCAL 469 DUES Teamsters		647.50		15,225.50
NEW YORK LIFE		74.00		2,253.50
NJ DIRECT #027 Pre-Tax		651.62		15,638.88
NJ DIRECT10 #050 Pre-Tax		28,821.42		708,664.74
NJ DIRECT 10 BACK Pre-Tax		0.00		1,931.86
NJ DIRECT15 #150 Pre-Tax		20,983.48		511,992.90
NJ Direct 1525 #051 Pre-Tax		768.69		16,424.37
NJ DIRECT 15 BACK Pre-Tax		0.00		1,871.15
NJ Direct 2030 #052 Pre-Tax		2,464.24		56,139.70
NJ Direct 2035 #056 Pre-Tax		79.38		1,031.94
OMNIA PLAN #057 Pre-Tax		1,540.34		35,638.00
PBA DUES		1,630.29		38,012.00
PERS BACK CONTRIBUTORY INS		0.00		1,022.35
PERS Back Pension		444.97		16,763.01
PERS CONTRIBUTORY INSURANCE		1,901.23		43,991.85
PERS LOAN		3,548.46		72,691.79
PERS PENSION		28,591.65		673,076.14
PERS Prev Qtr Adj		0.00		-193.02
PERS PT Contrib Ins		0.00		6.05
PERS PT Pension		116.00		2,641.07
PFRS Arrears		496.88		11,925.12
PFRS Back Pension P & F		0.00		13,177.24
PFRS LOAN P&F		3,715.91		78,420.70
PFRS Pension Police-Fire		36,102.29		881,514.08
RETRO DCRP		0.00		1,675.52
VSP vision plan Pre-Tax		223.65		5,536.90
Total Employee Deductions :		175,229.03		4,332,316.16
Total Deductions :		378,470.95		9,111,708.57
Net Payroll:		630,751.24		15,598,538.69
Employer Tax Contributions :				
Fica MC Employer		13,776.33		

Date : 12/23/2025

Ref : 2025-12-26-1: PAY1469310

CITY OF SUMMIT

Page 4 10.C.4.b

Check Register Summary
12/26/25 - Bi-Weekly Hourly & Bi-Weekly Salary Reg

Description	Current		Year to Date	
	Units	Amount	Units	Amount
Fica SS Employer		28,751.44		730,143.36
NJ HC Employer		0.00		0.00
NJ SUI Employer		0.00		0.00
NJ WD Employer		0.00		0.00
Total Employer Tax Contributions :		42,527.77		1,066,020.87
Total Contributions :		42,527.77		1,066,020.87

Attachment: check reg summary 12-26-25 (12322 : Confirm Payment of Bills and Payroll - December 10 - 31, 2025)

Packet Pg. 161

Resolution (ID # 12327)
January 20, 2026

AUTHORIZE PAYMENT OF BILLS AND PAYROLL - \$1,699,987.30

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 checks for a total of **\$775,525.21** for the payment of the itemized bills listed on the following Schedule "A" which have been approved by several committees and the President of the Common Council and which are made a part of the minutes of this meeting. Additionally, as directed by the City Auditors, the most recent payroll is attached hereto in the gross amount of **\$924,462.09**.

Dated: January 20, 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 a regular meeting held on Tuesday evening, January 20, 2026.

City Clerk

January 15, 2026
03:34 PM

City of Summit
Received P.O. Batch Listing By Vendor Id

Page No: 1

Rcvd Batch Id Range: First to Last Rcvd Date Start: 0 End: 01/20/26 Report Format: Detail

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
<hr/>							
01/20/26	ADMIN	25-00445	ATTMOBIL AT&T MOBILITY 12 CELL PHONE BILL M.CHAMPNEY	110.36	5-01-31-440-000-000 TELEPHONE	287015068548x12	
<hr/>							
01/20/26	ADMIN	25-02552	GEOPLIAN GEOPLIANT LLC 1 Crisis Track Management 2026	3,357.11	5-01-25-252-000-500 EM Contract Svcs	INVGE0419	
<hr/>							
01/20/26	ADMIN	25-02493	SELECTIV SELECTIVE GIFT INSTITUTE, INC. 1 Employee 25 Yr. Service Awards	1,534.11	5-01-20-100-000-201 A&E Supplies and Materials	00198237	
<hr/>							
01/20/26	ADMIN	25-01222	UPS00050 UPS 28 DELIVERY SERVICE BLANKET	7.97	5-01-20-100-002-201 Postage US Postage	00006991AX016	
01/20/26	ADMIN	25-01222	29 DELIVERY SERVICE BLANKET	7.97	5-01-20-100-002-201 Postage US Postage	00006991AX515	
01/20/26	ADMIN	25-01222	30 DELIVERY SERVICE BLANKET	30.00	5-01-20-100-002-201 Postage US Postage	00006991AX525	
01/20/26	ADMIN	25-01222	31 DELIVERY SERVICE BLANKET	30.00	5-01-20-100-002-201 Postage US Postage	00006991AX026	
P.O. Total:				75.94			
<hr/>							
01/20/26	ADMIN	25-00454	VERIZ408 VERIZON WIRELESS 13 VERIZON WIRELESS ADMIN BLANKET	198.58	5-01-31-440-000-000 TELEPHONE	6131786757	
<hr/>							
01/20/26	ADMIN	25-02526	VILLAGES VILLAGE SUPER MARKET, INC. 1 ITEMS FOR THE MAYOR	33.28	5-01-20-120-000-201 City Clerk Supplies and Materials	12/04/2025	
<hr/>							
01/20/26	ADMIN	25-00411	WBMAWSON W.B. MASON CO, INC 8 Office Supplies Admin.	897.83	5-01-20-100-000-201 A&E Supplies and Materials	259023491	
<hr/>							
01/20/26	ADMIN	25-02650	WBMAWSON W.B. MASON CO, INC 1 Office Supplies	127.38	5-01-20-120-000-201 City Clerk Supplies and Materials	259062594	
Total for Batch: ADMIN				6,334.59			
<hr/>							
01/20/26	FINANCE	26-00013	AMERIFILE AMERIFLEX 2 FLEX ADMIN FEES JAN 2026	70.00	6-01-20-130-000-506 FA Flex Account Fees	INV939699	
<hr/>							
01/20/26	FINANCE	25-00444	BOROUG66 BOROUGH OF NEW PROVIDENCE 63 DECEMBER ADMIN PAYROLL	16,664.01	5-01-43-490-000-502 Shared Court Agreement	DECEMBER 2025	
01/20/26	FINANCE	25-00444	64 DECEMBER RENT	2,239.07	5-01-43-490-000-502	DECEMBER 2025	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
01/20/26	FINANCE	25-00444	65 DECEMBER OTHER EXPENSES	1,250.00	Shared Court Agreement 5-01-43-490-000-502	DECEMBER 2025	
01/20/26	FINANCE	25-00444	66 DECEMBER SECURITY	646.00	Shared Court Agreement 5-01-43-490-000-502	DECEMBER 2025	
01/20/26	FINANCE	25-00444	67 DECEMBER SECURITY FICA	49.42	Shared Court Agreement 5-01-43-490-000-502	DECEMBER 2025	
01/20/26	FINANCE	25-00444	68 DECEMBER FICA-ER	1,169.87	Shared Court Agreement 5-01-43-490-000-502	DECEMBER 2025	
01/20/26	FINANCE	25-00444	69 DECEMBER PERS	2,851.21	Shared Court Agreement 5-01-43-490-000-502	DECEMBER 2025	
01/20/26	FINANCE	25-00444	70 DECEMBERNET BOROUGH HC OBLIGAT	3,650.83	Shared Court Agreement 5-01-43-490-000-502	DECEMBER 2025	
P.O. Total:				28,520.41			

CITY OF 15 CITY OF SUMMIT
01/20/26 FINANCE 26-00001 1 7 CEDAR 1ST QTR 2026 TAXES 7,576.11 6-01-16-000-007 1ST QTR 2026
MRNA 7 Cedar Street (Clearing)

01/20/26 FINANCE 26-00005 2 8499 05 329 0189117 COMCA840 COMCAST BUSINESS 156.85 6-01-31-440-000-000 01/04/2026
TELEPHONE

DELTAD50 DELTA DENTAL						
01/20/26	FINANCE	26-00016	8 2026 DELTA DENTAL PLAN 1 JAN	2,609.27	T-13-56-800-026-020	1224632
01/20/26	FINANCE	26-00016	9 2026 DELTA DENTAL PLAN 2 JAN	3,658.71	T-13-56-800-026-020	1226930
01/20/26	FINANCE	26-00016	10 2026 DELTA DENTAL PLAN 4 JAN	10,228.50	T-13-56-800-026-020	1221640
01/20/26	FINANCE	26-00016	11 2026 DELTA DENTAL PLAN 1 FEB	2,777.61	T-13-56-800-026-020	1237464
01/20/26	FINANCE	26-00016	12 2026 DELTA DENTAL PLAN 2 FEB	2,660.88	T-13-56-800-026-020	1237464
01/20/26	FINANCE	26-00016	13 2026 DELTA DENTAL PLAN 4 FEB	10,910.40	T-13-56-800-026-020	1232485
			P.O. Total:	32,845.37		Self Insurance 2026 Hlth/Dntl/Life

DIFRA005 DIFRANCESCO BATEMAN PC
01/20/26 FINANCE 25-00766 13 2025 Noe. Billing 5,598.00 5-01-20-150-000-504 2025 NOV.
TA Tax Appeals Legal Svcs DiFrancesco

01/20/26 FINANCE 25-02659 1 REF 2025 TX DISABLEVET 2608/22 1,284.64 5-01-55-205-000-000 REFUND 2025
FEENEY, PETER & KATHLEEN
Tax Overpayments

01/20/26 FINANCE 25-00537 13 COBRA ADMIN FEES DEC 2025 142.50 T-13-56-800-025-020 C25734
Self Insurance 2025 Hlth/Dntl/Life

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
01/20/26	FINANCE	26-00011	GOVERN80 GFOA OF NJ 2 Membership for J. Kobliska	100.00	5-01-20-130-000-809 FA Conferences/Meetings/Dues/Training	300006236	
01/20/26	FINANCE	25-00674	HUNTERCS HUNTER CARRIER SERVICES LLC 13 TELEPHONE ACCT CODE - # CI23	873.75	5-01-31-440-000-000 TELEPHONE	12390	
01/20/26	FINANCE	25-00503	JCPL0050 JCP&L 13 100 005 954 571 512 SPRINGFIEL	13,682.85	5-01-31-430-000-100 Electricity	95239153785	
01/20/26	FINANCE	25-00504	JCPL0050 JCP&L 13 100064737081 MORRIS & LAFAYET	52.88	5-01-31-430-000-100 Electricity	95468615939	
01/20/26	FINANCE	25-00505	JCPL0050 JCP&L 13 100 048 610 792 41 CHATHAM	10,577.90	5-01-31-430-000-100 Electricity	95468615938	
01/20/26	FINANCE	25-00507	JCPL0050 JCP&L 13 100105977803 59-63 BROAD	29.60	5-01-31-430-000-100 Electricity	95468615943	
01/20/26	FINANCE	25-00508	JCPL0050 JCP&L 13 100101541801 0 SPRINGFIELD	59.27	5-01-31-430-000-100 Electricity	95468615942	
01/20/26	FINANCE	25-00509	JCPL0050 JCP&L 12 100064738881 MORRIS & RIVER	55.00	5-01-31-430-000-100 Electricity	95468615940	
01/20/26	FINANCE	25-00511	JCPL0050 JCP&L 13 100114917170 SHUNPIKE ROAD	54.14	5-01-31-430-000-100 Electricity	95468615945	
01/20/26	FINANCE	25-00512	JCPL0050 JCP&L 13 100 146 385 149 RIVER & MIELE	59.61	5-01-31-430-000-100 Electricity	95468615949	
01/20/26	FINANCE	25-00515	JCPL0050 JCP&L 13 100034766905 905 UNION AVE	379.13	5-01-31-430-000-100 Electricity	95468615936	
01/20/26	FINANCE	25-00516	JCPL0050 JCP&L 13 100062732993 BUS SHELTER	147.09	5-01-31-430-000-100 Electricity	95438687408	
01/20/26	FINANCE	25-00560	JCPL0050 JCP&L 13 100034766962 SPRINGFIELD AVE	539.50	5-01-31-430-000-100 Electricity	95239153786	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
01/20/26	FINANCE	25-00568	JCPL0050 JCP&L 13 100064738923 GLEN SIDE & BALTUS	103.11	5-01-31-430-000-100 Electricity	95837329400	
01/20/26	FINANCE	25-00569	JCPL0050 JCP&L 13 100064741042 MORRIS & BROAD	105.61	5-01-31-430-000-100 Electricity	95837329401	
01/20/26	FINANCE	25-00570	JCPL0050 JCP&L 13 100064741059 MORRIS & PROSPECT	103.75	5-01-31-430-000-100 Electricity	95837329402	
01/20/26	FINANCE	25-00573	JCPL0050 JCP&L 13 100081217810 CLAREMONT CORP	199.14	5-01-31-430-000-100 Electricity	95837329404	
01/20/26	FINANCE	25-00576	JCPL0050 JCP&L 13 100 124 583 210 40 NEW PROV RD	153.64	5-01-31-430-000-100 Electricity	95837329409	
01/20/26	FINANCE	25-00577	JCPL0050 JCP&L 13 10007387649 MORRIS & MOUNTAIN	126.21	5-01-31-430-000-100 Electricity	95558542023	
01/20/26	FINANCE	25-00578	JCPL0050 JCP&L 13 100138516024 SUMMIT SHELL 7-11	176.95	5-01-31-430-000-100 Electricity	95837329411	
01/20/26	FINANCE	25-00579	JCPL0050 JCP&L 12 100 130 507 815 TRAFFIC SIGNAL	17.31	5-01-31-430-000-100 Electricity	95837329410	
01/20/26	FINANCE	25-00580	JCPL0050 JCP&L 13 100111640320 80 BUTLER SHACK	20.37	5-01-31-430-000-100 Electricity	958373629406	
01/20/26	FINANCE	25-00581	JCPL0050 JCP&L 14 100064738915 MORRIS & GLEN SIDE	78.59	5-01-31-430-000-100 Electricity	95837329399	
01/20/26	FINANCE	25-00582	JCPL0050 JCP&L 13 100050758117 BROAD STREET	96.47	5-01-31-430-000-100 Electricity	95837329396	
01/20/26	FINANCE	25-00852	JCPL0050 JCP&L 10 100 140 888 965	199.53	5-01-31-430-000-100 Electricity	95837329412	
01/20/26	FINANCE	25-00853	JCPL0050 JCP&L 12 100064737099 MORRIS & KENT	99.08	5-01-31-430-000-100 Electricity	95837329398	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
01/20/26	FINANCE	25-00854	JCPL0050 JCP&L 12 100034766954 BANK STREET	596.00	5-01-31-430-000-100 Electricity	95837329395	
01/20/26	FINANCE	25-00855	JCPL0050 JCP&L 12 100037556253 Traffic LT/River	67.93	5-01-31-430-000-100 Electricity	95468615937	
01/20/26	FINANCE	25-00906	JCPL0050 JCP&L 12 100064741067 MORRIS & MAPLE	210.06	5-01-31-430-000-100 Electricity	95239153787	
01/20/26	FINANCE	25-01091	JCPL0050 JCP&L 11 100103385231 5 MYRTLE	22.40	5-01-31-430-000-100 Electricity	95837329405	
01/20/26	FINANCE	25-01241	JCPL0050 JCP&L 10 100113542227 PASSAIC BLK LT 1	83.65	5-01-31-430-000-100 Electricity	95837329408	
01/20/26	FINANCE	25-01242	JCPL0050 JCP&L 10 100113540429 NEW ENGLAND	87.65	5-01-31-430-000-100 Electricity	95837329407	
01/20/26	FINANCE	25-01244	JCPL0050 JCP&L 8 100 153 602 246 103 PARK AVE	100.36	5-01-31-430-000-100 Electricity	95837329416	
01/20/26	FINANCE	25-01652	JCPL0050 JCP&L 8 100137747711 BROAD ST	8.15	5-01-31-430-000-100 Electricity	95438687308	
01/20/26	FINANCE	25-02616	LAKEELSA LAKE, ELSA 1 2025 NJLM CONF REIMBURSEMENT	325.71	5-01-20-145-000-809 REIMBURSEMENT CTaxes Conferences Meetings and Dues		
01/20/26	FINANCE	26-00019	LINESY33 TELESYSTEM 2 ACCOUNT 9912760 LINE SYSTEMS	585.07	6-01-31-440-000-000 TELEPHONE	1544551	
01/20/26	FINANCE	26-00014	METLIFE METROPOLITAN LIFE INSURANCE 4 LIFE INSURANCE 2026 JAN	513.62	T-13-56-800-026-020 Self Insurance 2026 Hlth/Dntl/Life	JAN 2026	
01/20/26	FINANCE	25-00493	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210024718968 UNION PL	26.00	5-01-31-445-000-100 Water	12/31/2025	
01/20/26	FINANCE	25-00494	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210023342498 422 SPGFLD	26.00	5-01-31-445-000-100 Water	01/01/2026	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
01/20/26	FINANCE	25-00495	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210024595189 21 BEECHWOOD	26.00	5-01-31-445-000-100 Water	12/31/2025	
01/20/26	FINANCE	25-00498	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-220039821245 301 BROAD ST	472.21	5-01-31-445-000-100 Water	01/06/2026	
01/20/26	FINANCE	25-00499	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210023345459	403.92	5-01-31-445-000-100 Water	01/06/2026	
01/20/26	FINANCE	25-00622	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210023345664 13 NEW PROV	208.14	5-01-31-445-000-100 Water	01/06/2026	
01/20/26	FINANCE	25-00626	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210023342696 - 25 ELM ST	39.01	5-01-31-445-000-100 Water	01/06/2026	
01/20/26	FINANCE	25-00628	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210023342191 GLEN AVE	64.97	5-01-31-445-000-100 Water	01/06/2026	
01/20/26	FINANCE	25-00631	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-220039821252 FIRE BROAD ST	276.84	5-01-31-445-000-100 Water	01/06/2026	
01/20/26	FINANCE	25-00633	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210023345336 - 41 CHATHAM	147.40	5-01-31-445-000-100 Water	01/06/2026	
01/20/26	FINANCE	25-00634	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210023345565 REFUSE TRAS	228.75	5-01-31-445-000-100 Water	01/06/2026	
01/20/26	FINANCE	25-00635	NJ-AME50 NJ-AMERICAN WATER CO. 11 1018-210026964873 41 CHATHAM	135.64	5-01-31-445-000-100 Water	01/06/2026	
01/20/26	FINANCE	25-00636	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210023345237 37 CHATHAM	46.61	5-01-31-445-000-100 Water	01/06/2026	
01/20/26	FINANCE	25-00637	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210023343828 396 BROAD	130.02	5-01-31-445-000-100 Water	01/06/2026	
01/20/26	FINANCE	25-00638	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210023343910	228.75	5-01-31-445-000-100 Water	01/06/2026	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
01/20/26	FINANCE	25-00639	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210027063599	208.14	5-01-31-445-000-100 Water	01/06/2026	
01/20/26	FINANCE	25-00641	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210028692600 TFS POLICE	342.09	5-01-31-445-000-100 Water	01/06/2026	
01/20/26	FINANCE	25-00642	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210025651051 DCKFS 6	277.40	5-01-31-445-000-100 Water	01/06/2026	
01/20/26	FINANCE	25-00765	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018210025885632	34,518.99	5-01-25-265-002-000 FIRE HYDRANT SERVICE	01/02/2026	
01/20/26	FINANCE	26-00012	NPSMEMER NPSM EMERGENCY SRVS COMMUN CTR 2 2026 JOINT DISPATCH CENTER	344,798.00	6-01-25-265-003-500 NPSM Emergency Services Dispatch Center	2026-SUMMIT-Q1	
01/20/26	FINANCE	25-01947	TAYLORC TAYLOR CORPORATION 1 CARBONLESS MAILERS--ATS-005	1,350.55	T-03-56-286-000-105 Reserved for POAA	V3873135	
01/20/26	FINANCE	25-00007	VERIZO16 VERIZON 15 201 M55-5284 082 BLANKET	6,212.88	5-01-31-440-000-000 TELEPHONE	M55528408225359	
01/20/26	FINANCE	26-00020	VERIZON1 VERIZON 2 ACCT 557 230 316 00001 99	158.86	6-01-31-440-000-000 TELEPHONE	01/02/2026	
01/20/26	FINANCE	26-00021	VERIZON1 VERIZON 2 154 804 795 0001 64	119.00	6-01-31-440-000-000 TELEPHONE	01/06/2026	
01/20/26	FINANCE	26-00022	VERIZON1 VERIZON 2 155 620 595 0001 99	99.00	6-01-31-440-000-000 TELEPHONE	01/01/2026	
01/20/26	FINANCE	26-00023	VERIZON1 VERIZON 2 ACCT 357 190 909 0001 41	109.00	6-01-31-440-000-000 TELEPHONE	01/01/2026	
01/20/26	FINANCE	26-00024	VERIZON1 VERIZON 2 ACCT # 658-005-394-0001-87	98.19	6-01-31-440-000-000 TELEPHONE	12/25/2025	
01/20/26	FINANCE	26-00025	VERIZON1 VERIZON 2 155 678 232 0001 05 FIOS	99.00	6-01-31-440-000-000 TELEPHONE	12/24/2025	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
01/20/26	FINANCE	26-00026	VERIZON1 VERIZON 2 452 053 634 0001 39 BLANKET	189.99	6-01-31-440-000-000 TELEPHONE	12/27/2025	
01/20/26	FINANCE	26-00027	VERIZON1 VERIZON 2 151 907 182 0001 93 BLANKET	124.99	6-01-31-440-000-000 TELEPHONE	12/21/2025	
01/20/26	FINANCE	25-02641	WBMASON W.B. MASON CO, INC 1 TRIPLE ANTIBIOTIC OINTMENT	19.79	5-01-20-100-006-203 Municipal Purchasing Medical Supplies	259011538	
01/20/26	FINANCE	25-02641	2 ADVIL TABLET PACKETS 50 CT	19.49	5-01-20-100-006-203 Municipal Purchasing Medical Supplies	259011538	
			P.O. Total:	39.28			
			Total for Batch: FINANCE	498,090.58			
01/20/26	PARKDCP	25-02604	AMAZON AMAZON.COM SALES, INC. 1 AMERICAN GREETINGS CARDS 60CT	23.61	5-09-55-502-001-201 Parking Supplies and Materials	1X6G-3XRF-9P4F	
01/20/26	PARKDCP	25-02604	2 SHIPPING & HANDLING	6.99	5-09-55-502-001-201 Parking Supplies and Materials	1X6G-3XRF-9P4F	
			P.O. Total:	30.60			
01/20/26	PARKDCP	25-02546	BATTERPB BATTERIES PLUS BULBS - UNION 1 Duracell SLAA12-18NB	67.95	5-01-28-370-005-201 CP Supplies and Materials	P87519300	
01/20/26	PARKDCP	25-00231	BUY-WI50 BUY-WISE AUTO PARTS 18 CAR 6- OIL CHANGE	19.92	5-09-55-502-001-405 Parking Vehicle Maintenance	10EP0948	
01/20/26	PARKDCP	25-00231	19 CAR 6- OIL FILTER	8.81	5-09-55-502-001-405 Parking Vehicle Maintenance	10EP0948	
01/20/26	PARKDCP	25-00231	20 CAR 8- OIL CHANGE	22.85	5-09-55-502-001-405 Parking Vehicle Maintenance	10EQ7923	
01/20/26	PARKDCP	25-00231	21 CAR 8- OIL FILTER	8.81	5-09-55-502-001-405 Parking Vehicle Maintenance	10EQ7923	
01/20/26	PARKDCP	25-00231	22 CAR 8- CV AXLE ASSEMBLY	133.99	5-09-55-502-001-405 Parking Vehicle Maintenance	10EQ8267	
			P.O. Total:	194.38			
01/20/26	PARKDCP	25-00465	CHARGEPOINT, INC. 1 DEFOREST LOT CHARGING MAINT 5Y	5,800.00	C-08-31-068-100-020 3168 Parking Lot Maintenance	Q-508654-1	
01/20/26	PARKDCP	25-02478	CHATHAM LAWNMOWER SERVICE, INC 1 Quae aerator ride on 36"27hp	18,300.00	5-28-72-400-FUF-EXP Field User Fees Expenditures	132335	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
01/20/26	PARKDCP	25-02605	CREATI80 CREATIVE WONDERS LLC 2 2025 SWEATER/VEST UNIFORM	413.75	5-09-55-502-001-801 Parking Uniforms/Clothing	16821	
01/20/26	PARKDCP	25-00227	CRYSTALS CRYSTAL SPRINGS 32 DECEMBER- WATER FEE 5G	22.00	5-09-55-502-001-201 Parking Supplies and Materials	05L8720063573	
01/20/26	PARKDCP	25-00227	33 DECEMBER- WATER FEE 24 CASE	9.49	5-09-55-502-001-201 Parking Supplies and Materials	05L8720063573	
01/20/26	PARKDCP	25-00227	34 DECEMBER- WATER DELIVERY FEE	13.99	5-09-55-502-001-201 Parking Supplies and Materials	05L8720063573	
01/20/26	PARKDCP	25-00227	35 DECEMBER- WATER RENTAL FEE	21.99	5-09-55-502-001-201 Parking Supplies and Materials	05L8720063573	
			P.O. Total:	67.47			
01/20/26	PARKDCP	25-02559	GALLS050 GALLS 1 2025 UNIFORM BOOTS - WANDA	150.00	5-09-55-502-001-801 Parking Uniforms/Clothing	31163284	
01/20/26	PARKDCP	25-02559	2 2025 UNIFORM BOOTS - SHIPPING	7.99	5-09-55-502-001-801 Parking Uniforms/Clothing	31163284	
			P.O. Total:	157.99			
01/20/26	PARKDCP	25-00501	JCPL0050 JCP&L 13 100060906920 CEDAR STREET	4.70	5-09-55-502-001-520 Parking Electricity	95358782669	
01/20/26	PARKDCP	25-00502	JCPL0050 JCP&L 13 100007664368 301 BROAD ST	1,762.00	5-09-55-502-001-520 Parking Electricity	95358782668	
01/20/26	PARKDCP	25-00506	JCPL0050 JCP&L 13 100112084254 4 DEFOREST	116.40	5-09-55-502-001-204 Parking Supplies - DeForest Avenue	95468615944	
01/20/26	PARKDCP	25-00510	JCPL0050 JCP&L 13 100115346619 22 DEFOREST	154.08	5-09-55-502-001-204 Parking Supplies - DeForest Avenue	95468615946	
01/20/26	PARKDCP	25-00517	JCPL0050 JCP&L 13 100099194704 4 DEFOREST	19.06	5-09-55-502-001-204 Parking Supplies - DeForest Avenue	95438687307	
01/20/26	PARKDCP	25-00551	JCPL0050 JCP&L 13 100099194696 22 DEFOREST	534.72	5-09-55-502-001-204 Parking Supplies - DeForest Avenue	95348687306	
01/20/26	PARKDCP	25-00552	JCPL0050 JCP&L 13 100099194688 40 DEFOREST	5.74	5-09-55-502-001-204 Parking Supplies - DeForest Avenue	95438687305	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
01/20/26	PARKDCP	25-00555	JCPL0050 JCP&L 13 SUMMIT REC COMM 100133048148	8,695.84	5-01-31-430-000-100 Electricity	95538581956	
01/20/26	PARKDCP	25-00557	JCPL0050 JCP&L 13 100005180201 NJ DOT LOT	427.21	5-09-55-502-001-520 Parking Electricity	95538582052	
01/20/26	PARKDCP	25-00564	JCPL0050 JCP&L 13 100051492492 MORRIS AVE LOT	125.36	5-09-55-502-001-520 Parking Electricity	95837329397	
01/20/26	PARKDCP	25-00739	JCPL0050 JCP&L 12 200-000-000-808 MASTER PARKING	7,138.28	5-09-55-502-001-520 Parking Electricity	95119931187	
01/20/26	PARKDCP	25-01060	JCPL0050 JCP&L 25 DCP MASTER INV 200000053013	4,277.00	5-01-31-430-000-100 Electricity	95119931189	
01/20/26	PARKDCP	25-01060	26 DCP 100 ASHWOOD 100084439627	427.05	5-01-31-430-000-FAC Electricity - Family Aquatic Center	BLANKET CONTROL	
01/20/26	PARKDCP	25-01060	27 DCP 189 RIVER 100005441132	966.78	5-01-31-430-000-GLF Electricity - Golf Course	95119931189	
			P.O. Total:	5,670.83			
01/20/26	PARKDCP	25-02642	METROPRI METRO PRINTING AND PROMOTIONS 1 Gildan/Port&Comp sports wear	1,395.20	5-01-28-370-003-801 FAC Clothing Purchase/Cleaning	24022	
01/20/26	PARKDCP	25-00497	NJ-AME50 NJ-AMERICAN WATER CO. 13 100 MORRIS AVE	249.18	5-01-31-445-000-100 Water	01/06/2026	
01/20/26	PARKDCP	25-00623	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210023344029 80 BUTLER	64.97	5-01-31-445-000-100 Water	01/06/2026	
01/20/26	PARKDCP	25-00629	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210023343187 85 LARNED RD	208.14	5-01-31-445-000-100 Water	01/06/2026	
01/20/26	PARKDCP	25-00630	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210024638345 BROAD STREET	26.00	5-09-55-502-001-523 Parking Water	01/06/2026	
01/20/26	PARKDCP	25-00632	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210023345862 HILLVIEW TER	75.27	5-01-31-445-000-100 Water	01/06/2026	
01/20/26	PARKDCP	25-00640	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210024652549 85 LARNED IR	208.14	5-01-31-445-000-100	01/06/2026	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
Water							
01/20/26	PARKDCP	25-00598	RAYPAL50 RAY PALMER ASSOCIATES INC 3 Dive board repair refinishing	1,285.00	5-01-28-370-003-500 FAC Contract Services	2025-0072	
RAYPAL50 RAY PALMER ASSOCIATES INC							
01/20/26	PARKDCP	25-02230	1 Remove/replace valves	5,662.55	5-01-28-370-003-700 FAC Equipment	2025-0071	
SUMMIT40 SUMMIT INDUSTRIAL HARDWARE INC							
01/20/26	PARKDCP	25-00223	10 SUPPLY ORDER 12/4- AIR DUSTER	16.14	5-09-55-502-001-403 Parking Equipment Maintenance	948952	
01/20/26	PARKDCP	25-00223	11 ORDER 12/19- KEY FOB BATTERIES	40.74	5-09-55-502-001-403 Parking Equipment Maintenance	950547 & 950541	
01/20/26	PARKDCP	25-00223	12 ORDER 12/19-TRUCK KEY BATTERY	2.12	5-09-55-502-001-403 Parking Equipment Maintenance	950547 & 950541	
			P.O. Total:	59.00			
VILLAGES VILLAGE SUPER MARKET, INC.							
01/20/26	PARKDCP	25-00068	86 Senior event	116.76	5-28-71-200-SEN-PMG RT-RAP Senior Programs	02940783897	
VILLAGES VILLAGE SUPER MARKET, INC.							
01/20/26	PARKDCP	25-02625	1 TRYCAN ACTIVITIES FOOD	612.84	5-28-71-300-TRY-OPE RT-RAP TryCAN Operations	TRYCAN FOOD	
WBMASON W.B. MASON CO, INC							
01/20/26	PARKDCP	25-00229	83 ORDER 12/18- BLUE PENS	3.39	5-09-55-502-001-201 Parking Supplies and Materials	S158264692	
01/20/26	PARKDCP	25-00229	84 ORDER 12/18- BLACK PENS	3.39	5-09-55-502-001-201 Parking Supplies and Materials	S158264692	
01/20/26	PARKDCP	25-00229	85 ORDER 12/18- BLACK PENS	2.60	5-09-55-502-001-201 Parking Supplies and Materials	S158264692	
01/20/26	PARKDCP	25-00229	86 ORDER 12/18- HAND SANITIZER	46.14	5-09-55-502-001-201 Parking Supplies and Materials	S158264692	
01/20/26	PARKDCP	25-00229	87 ORDER 12/18- PAPER TOWELS	23.29	5-09-55-502-001-201 Parking Supplies and Materials	S158264692	
01/20/26	PARKDCP	25-00229	88 ORDER 12/18- HOT CUPS	22.09	5-09-55-502-001-201 Parking Supplies and Materials	S158264692	
01/20/26	PARKDCP	25-00229	89 ORDER 12/18- GOLD PAPER	9.89	5-09-55-502-001-201 Parking Supplies and Materials	S158264692	
01/20/26	PARKDCP	25-00229	90 ORDER 12/18- PURPLE PAPER	3.44	5-09-55-502-001-201 Parking Supplies and Materials	S158264692	
			P.O. Total:	114.23			
			Total for Batch: PARKDCP	59,763.64			
ATLAN ATLANTIC TACTICAL INC							
01/20/26	SAFETY	25-01689	1 Replacement Body Armor	8,736.00	C-04-33-013-00B-120	INV75-000003869	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract		
			3313B PD Body Armor Replacement						
01/20/26	SAFETY	25-01024	ATLANT70 ATLANTIC TRAINING CENTER 4 CPR Certifications	72.00	5-01-25-240-000-500 POL Contract Svcs	25-BLS-37388			
01/20/26	SAFETY	25-02051	ATRAJANI ATRA JANITORIAL SUPPLY CO. INC 1 FLOOR MACHINE REPAIR	476.88	5-01-25-265-000-700 Fire Equipment	333226			
01/20/26	SAFETY	25-00118	BAUERA50 BAUER AUTOMOTIVE SERVICE INC. 2 REPAIRS ENGINE 2	29,921.60	5-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	45393			
01/20/26	SAFETY	25-00258	BROOKSID BROOKSIDE FRIENDLY SERVICE INC 3 S1 - Wheel Alignment	149.95	5-01-25-240-000-703 POL Vehicle Maintenance	71.816			
01/20/26	SAFETY	25-00252	BUY-WI50 BUY-WISE AUTO PARTS 131 Car 9 - oil, Oil/Air Filter	93.33	5-01-25-240-000-703 POL Vehicle Maintenance	10EX7904			
01/20/26	SAFETY	25-00252	132 Car 9 - Brake Disc	52.25	5-01-25-240-000-703 POL Vehicle Maintenance	10EX8084			
01/20/26	SAFETY	25-00252	133 Car 9 - Brake Disc/Rotor	471.72	5-01-25-240-000-703 POL Vehicle Maintenance	10EX9030			
01/20/26	SAFETY	25-00252	134 Car 9 - Rotor RR BRK	189.08	5-01-25-240-000-703 POL Vehicle Maintenance	10EX9928			
01/20/26	SAFETY	25-00252	135 Car 1 - Axle, Oil Filter, Brak	337.11	5-01-25-240-000-703 POL Vehicle Maintenance	10EY9111			
01/20/26	SAFETY	25-00252	136 Car 1 - Brakelining Kit	107.50	5-01-25-240-000-703 POL Vehicle Maintenance	10EY9480			
01/20/26	SAFETY	25-00252	137 Car 1 - Front Axle Shaft	204.00	5-01-25-240-000-703 POL Vehicle Maintenance	10EY9482			
01/20/26	SAFETY	25-00252	138 S1 - Brake Pad	134.58	5-01-25-240-000-703 POL Vehicle Maintenance	10FA3711			
01/20/26	SAFETY	25-00252	139 Car 3 - Battery/Oil Filter	198.14	5-01-25-240-000-703 POL Vehicle Maintenance	10FA9990			
01/20/26	SAFETY	25-00252	140 Car 17 - Battery	136.90	5-01-25-240-000-703 POL Vehicle Maintenance	10FC2294			
01/20/26	SAFETY	25-00252	141 Car 17 - Brake Rotors/Oil Filt	159.14	5-01-25-240-000-703 POL Vehicle Maintenance	10FC4714			
01/20/26	SAFETY	25-00252	142 Car 17 - Disc Brake Rotor	177.38	5-01-25-240-000-703 POL Vehicle Maintenance	10FC7219			
01/20/26	SAFETY	25-00252	143 Car 7 - Brake/Air Cleaner/oil	333.36	5-01-25-240-000-703 POL Vehicle Maintenance	10FF0505			
01/20/26	SAFETY	25-00252	144 Car 7 - Wiper Blade	12.93	5-01-25-240-000-703 POL Vehicle Maintenance	10FF5999			
01/20/26	SAFETY	25-00252	145 EDA 6 - Oil Filter	9.66	5-01-25-240-000-703 POL Vehicle Maintenance	10FF0889			
01/20/26	SAFETY	25-00252	146 EDA 7 - Exhaust Putty/Filter	13.96	5-01-25-240-000-703 POL Vehicle Maintenance	10FF7304			
01/20/26	SAFETY	25-00252	147 EDA 7 - Tire Pressure Sensor	42.88	5-01-25-240-000-703	10FF8289			

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
01/20/26	SAFETY	25-00252	148 Car 8 - Battery	193.57	POL Vehicle Maintenance 5-01-25-240-000-703	10FF8690	
01/20/26	SAFETY	25-00252	149 Car 9 - Oil/Air Filter	16.98	POL Vehicle Maintenance 5-01-25-240-000-703	10FH1851	
01/20/26	SAFETY	25-00252	150 Car 9 - Wix Filter	8.81	POL Vehicle Maintenance 5-01-25-240-000-703	10FH2827	
			P.O. Total:	2,893.28	POL Vehicle Maintenance		
01/20/26	SAFETY	25-01938	CITYOF81 CITY OF SUMMIT TREASURERS ACCT 1 Postage-unic animal summonses	88.06	T-12-56-800-000-001 Animal Control	TREASURERS ACCT	
01/20/26	SAFETY	25-01943	EASTCOAS EAST COAST EMERGENCY LIGHTING 1 CAR 2 REPLACEMENT UPFITTING	19,740.30	c-04-33-049-00B-130 3349B FD Fire Utility Vehicle	506682	
01/20/26	SAFETY	25-01943	2 CAR 2 REPLACEMENT UPFITTING	653.60	c-04-33-013-00B-230 3313B FD Small Equip Replacement Program	506682	
			P.O. Total:	20,393.90			
01/20/26	SAFETY	25-01990	EASTCOAS EAST COAST EMERGENCY LIGHTING 1 ADD'L EQUIP FOR CAR 2	987.20	c-04-33-013-00D-200 3313D FD FHQ IT Equipment	506681	
01/20/26	SAFETY	25-02224	ELECSSI ELECTRONIC SERVICE SOLUTIONS 1 APX 8000 Radio Repair (Chief)	930.00	5-01-25-240-000-703 POL Vehicle Maintenance	372374	
01/20/26	SAFETY	25-00858	EVERBRDG EVERBRIDGE INC 1 Nixle Alerting System	4,429.00	5-01-25-240-000-500 POL Contract Svcs	M91635R	
01/20/26	SAFETY	25-00388	FF1APPAR FF1 APPARATUS LLC 11 ANNUAL PUMP MAINT ENG# 1	600.00	5-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	202305163	
01/20/26	SAFETY	25-00388	12 ANNUAL PUMP MAINT ENG# 3	600.00	5-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	202305164	
			P.O. Total:	1,200.00			
01/20/26	SAFETY	25-02502	FIREDEX FIRE-DEX GW LLC 1 CLEANING AND REPAIR T. PENN	522.03	5-01-25-265-000-201 Fire Supplies and Materials	548-77	
01/20/26	SAFETY	25-02502	2 SHIPPING	19.00	5-01-25-265-000-201 Fire Supplies and Materials	548-77	
			P.O. Total:	541.03			
01/20/26	SAFETY	25-02483	INNOVATI INNOVATIVE PROJECTS INC 1 Reconfigure Workstations DB	2,500.00	5-01-25-240-000-505	2899	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
POL Technology - E Ticketing							
01/20/26	SAFETY	25-00513	JCPL0050 JCP&L 13 100120395478 DEFOREST & MAPLE	55.65	5-01-31-430-000-100 Electricity	95468615948	
JCPL0050 JCP&L							
01/20/26	SAFETY	25-00514	13 100120325970 DEFOREST & WOODLD	111.18	5-01-31-430-000-100 Electricity	95468615947	
JCPL0050 JCP&L							
01/20/26	SAFETY	25-00571	13 100064741075 MORRIS & SUMMIT	118.65	5-01-31-430-000-100 Electricity	95837329403	
JCPL0050 JCP&L							
01/20/26	SAFETY	25-01089	11 100064738899 MORRIS & ORCHARD	51.55	5-01-31-430-000-100 Electricity	95468615941	
LETIZIA MATTHEW J LETIZIA DO INC							
01/20/26	SAFETY	25-02613	1 MEDICAL DIRECTOR SERVICES	3,000.00	5-01-25-265-000-800 Fire Employee Support	1111	
NAPACHAT NAPA AUTO PARTS OF CHATHAM							
01/20/26	SAFETY	25-00120	35 NAPA EXACT FIT DRIVERS SIDE	9.39	5-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	937622	
01/20/26	SAFETY	25-00120	36 NAPA EXACT FIT PASS SIDE	9.39	5-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	937622	
01/20/26	SAFETY	25-00120	37 DEF FLUIDS	80.34	5-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	937651	
01/20/26	SAFETY	25-00120	38 HEAD LAMP ICV 2	8.59	5-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	938579	
P.O. Total:				107.71			
NATALE50 NATALE'S SUMMIT BAKERY INC							
01/20/26	SAFETY	25-02529	1 Retirement Farewell (90)	137.85	5-01-25-240-000-201 POL Supplies and Materials	123431	
NJ-AME50 NJ-AMERICAN WATER CO.							
01/20/26	SAFETY	25-00627	13 100 MORRIS AVE FIRE	276.84	5-01-31-445-000-100 Water	01/06/2026	
PRINTME PRINT MEDIA LLC							
01/20/26	SAFETY	25-02096	1 Business Cards - 138/142	110.00	5-01-25-240-000-201 POL Supplies and Materials	26266	
PRINTME PRINT MEDIA LLC							
01/20/26	SAFETY	25-02481	1 New Hire Business Cards	165.00	5-01-25-240-000-201 POL Supplies and Materials	26266	
SALERN33 SALERNO DUANE FORD LLC							
01/20/26	SAFETY	25-00186	3 Car 8 - Wheel Cover	261.52	5-01-25-240-000-703	4031594	

January 15, 2026
03:34 PM

City of Summit
Received P.O. Batch Listing By Vendor Id

Page No: 15

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
POL Vehicle Maintenance							
01/20/26	SAFETY	25-00260	SCHUMACH SCHUMACHER CHEVROLET OF 2 S1 - Brake Caliper	905.26	5-01-25-240-000-703 POL Vehicle Maintenance	50032335	
01/20/26	SAFETY	25-02600	SKYLANDS SKYLANDS AREA FIRE EQUIPMENT 1 FIRE HERO XTREME 9W	495.88	C-04-33-013-00B-230 3313B FD Small Equip Replacement Program	16415	
01/20/26	SAFETY	25-00169	VERIZON1 VERIZON 12 Monthly Utility Services	368.00	5-01-25-240-000-500 POL Contract Svcs	12/12/2025	
01/20/26	SAFETY	26-00036	VERIZON1 VERIZON 2 957-606-085-0001-87	73.34	6-01-31-440-000-000 TELEPHONE	01/08/2026	
01/20/26	SAFETY	25-00129	WBMASON W.B. MASON CO, INC 49 BLIZZARD WATER	52.50	5-01-25-265-000-201 Fire Supplies and Materials	258907601	
01/20/26	SAFETY	25-00129	50 PAPER	75.52	5-01-25-265-000-201 Fire Supplies and Materials	258907601	
01/20/26	SAFETY	25-00129	51 TARGUS CASE FOR LAPTOP	58.69	5-01-25-265-000-201 Fire Supplies and Materials	258907601	
01/20/26	SAFETY	25-00129	52 AVERY BINDER DIVIDERS	36.80	5-01-25-265-000-201 Fire Supplies and Materials	258907601	
P.O. Total:				223.51			
WITMER WITMER PUBLIC SAFETY GROUP							
01/20/26	SAFETY	25-02608	WITMER WITMER PUBLIC SAFETY GROUP 1 HYDRA-RAM	2,615.00	G-02-24-826-023-000 2023 Overlook Medical Center Grant - FHQ	INV805557	
Total for Batch: SAFETY				82,395.84			
01/20/26	WORKS	25-02509	35SUMMIT 35 SUMMIT LLC 2 DPW MEETING 12/19/2025	247.82	5-01-32-465-000-809 CS Conferences & Meetings	27313	
01/20/26	WORKS	25-00422	ACEREP50 ACE REPROGRAPHIC SERVICE, INC. 3 PLTB-2436: B/W Plots on 20lb.	150.20	5-01-20-165-000-505 Eng Printing Services	143629	
01/20/26	WORKS	25-00297	ATNORTH AT NORTHERN NEW JERSEY LLC 48 air coupling	55.32	5-01-26-315-000-611 Garage RRM Vehicle Maintenance	X312033754:02	
01/20/26	WORKS	25-00297	49 Nut,u-bolt, kit fltr,ftng,flx	3,017.61	5-01-26-315-000-611 Garage RRM Vehicle Maintenance	X312033754:01	
P.O. Total:				3,072.93			

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
01/20/26	WORKS	25-00304	CINTASCO CINTAS CORPORATION NO. 2 51 Mops, rgas, mcr fbr, hnd sntzr	46.08	5-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4253623713	
01/20/26	WORKS	25-00305	CUSTOM25 CUSTOM BANDAG INC 44 loose tire delivery	932.28	5-01-26-315-000-611 Garage RRM Vehicle Maintenance	70237422	
01/20/26	WORKS	25-00305	45 Transforce AT2	342.10	5-07-55-502-004-405 Sewer Operating Vehicle Maintenance	70237653	
			P.O. Total:	1,274.38			
01/20/26	WORKS	25-00395	DAVIDW50 DAVID WEBER OIL CO. 8 hydraulic oil gal bulk	3,227.99	5-01-26-315-000-214 Garage Vehicle Supplies	569340	
01/20/26	WORKS	25-00530	DONOF DONOFRIO & SON INC 140 village green-fall clean up	2,400.00	5-01-28-375-000-504 P&ST Contracted Grounds Maintenance	35117	
01/20/26	WORKS	25-00530	141 mabie playground-fall clean up	1,000.00	5-01-28-375-000-504 P&ST Contracted Grounds Maintenance	35117	
01/20/26	WORKS	25-00530	142 41 chatham rd- fall clean up	250.00	5-07-55-502-004-500 Sewer Operating Contract Services	35126	
01/20/26	WORKS	25-00530	143 constantine pl- fall clean up	350.00	5-07-55-502-004-500 Sewer Operating Contract Services	35126	
01/20/26	WORKS	25-00530	144 soldiers- fall clean up	3,000.00	5-01-28-375-000-504 P&ST Contracted Grounds Maintenance	35117	
01/20/26	WORKS	25-00530	145 wilson- fall clean up	2,100.00	5-01-28-375-000-504 P&ST Contracted Grounds Maintenance	35117	
01/20/26	WORKS	25-00530	146 tatlock-fall cleanup	2,800.00	5-01-28-375-000-504 P&ST Contracted Grounds Maintenance	35117	
01/20/26	WORKS	25-00530	147 transfer- fall clean up	1,500.00	5-01-28-375-000-504 P&ST Contracted Grounds Maintenance	35117	
01/20/26	WORKS	25-00530	148 butler pkwy-fall cleanup	1,100.00	5-01-28-375-000-504 P&ST Contracted Grounds Maintenance	35117	
01/20/26	WORKS	25-00530	149 elm-fall cleanup	600.00	5-01-28-375-000-504 P&ST Contracted Grounds Maintenance	35117	
01/20/26	WORKS	25-00530	150 hammond-fall cleanup	500.00	5-01-28-375-000-504 P&ST Contracted Grounds Maintenance	35117	
01/20/26	WORKS	25-00530	151 tulip-fall cleanup	500.00	5-01-28-375-000-504 P&ST Contracted Grounds Maintenance	35117	
01/20/26	WORKS	25-00530	152 city hall-fall cleanup	1,300.00	5-01-28-375-000-504 P&ST Contracted Grounds Maintenance	35117	
01/20/26	WORKS	25-00530	153 summit recreation-fall cleanup	2,000.00	5-01-28-375-000-504 P&ST Contracted Grounds Maintenance	35117	
01/20/26	WORKS	25-00530	154 summit public lib-fall cleanup	1,220.00	5-01-28-375-000-504 P&ST Contracted Grounds Maintenance	35117	
			P.O. Total:	20,620.00			
01/20/26	WORKS	25-00307	ENVIRO44 ENVIRONMENTAL RENEWAL LLC 12 Pallets	140.00	5-01-26-308-000-201	340662	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
Disposal Fees - Recycling Materials							
01/20/26	WORKS	25-00585	EXTECH EXTECH BUILDING MATERIALS INC 5 calcium pellets	2,776.95	5-01-28-375-000-206 P&ST DE-ICING MATERIALS	10236275	
01/20/26	WORKS	25-02639	FASTLOBE FASTSIGNS-LOBELLO ARTS CORP 1 sign	25.22	5-01-26-300-000-201 PW Supplies	INV-94208	
01/20/26	WORKS	25-00309	FOLEYI50 FOLEY INCORPORATED 64 Lock piston machine #89	1,498.69	5-01-26-315-000-606 Garage COMPOST Equipment Maintenance	INV0707956	
01/20/26	WORKS	25-00525	GIORDANO GIORDANO COMPANY INC 107 Loose comingled 11/06/2025	237.15	5-01-26-308-000-201 Disposal Fees - Recycling Materials	388226	
01/20/26	WORKS	25-00525	108 loose comingled 11/20/25	275.40	5-01-26-308-000-201 Disposal Fees - Recycling Materials	88226	
01/20/26	WORKS	25-00525	109 loose comingled 11/20/25	30.75	5-01-26-308-000-201 Disposal Fees - Recycling Materials	88226	
01/20/26	WORKS	25-00525	110 loose comingled 11/06/25	61.75	5-01-26-308-000-201 Disposal Fees - Recycling Materials	88226	
01/20/26	WORKS	25-00525	111 loose comingled 11/20/25	36.25	5-01-26-308-000-201 Disposal Fees - Recycling Materials	88226	
01/20/26	WORKS	25-00525	112 loose comingled 11/26/25	175.75	5-01-26-308-000-201 Disposal Fees - Recycling Materials	88226	
01/20/26	WORKS	25-00525	113 loose comingled 11/13/25	158.65	5-01-26-308-000-201 Disposal Fees - Recycling Materials	88226	
01/20/26	WORKS	25-00525	114 loose comingled 11/13/25	96.90	5-01-26-308-000-201 Disposal Fees - Recycling Materials	88226	
01/20/26	WORKS	25-00525	115 loose comingled 11/13/25	74.10	5-01-26-308-000-201 Disposal Fees - Recycling Materials	88226	
01/20/26	WORKS	25-00525	116 loose comingled 11/13/25	2,500.00	5-01-26-308-000-201 Disposal Fees - Recycling Materials	88226	
01/20/26	WORKS	25-00525	117 loose comingled 11/13/25	34.50	5-01-26-308-000-201 Disposal Fees - Recycling Materials	88226	
P.O. Total:				3,681.20			
01/20/26	WORKS	25-02572	GRAING60 GRAINGER INDUSTRIAL SUPPLY 1 Roll out switch	16.86	5-01-26-310-000-418 PB&G Repairs - 100 Morris Ave Comm Cntr	9737665258	
01/20/26	WORKS	25-02081	GREATS33 GREAT SWAMP GREENHOUSES LLC 1 Mums	4,050.00	5-01-26-310-000-201 PB&G Supplies and Materials	15372	
01/20/26	WORKS	25-02352	HOFFMANS HOFFMAN SERVICES INC 4 vehicle lift	20,000.00	C-04-33-013-00A-230 3313A DCS Chatham Rd Bldg Upgrades	23173	
01/20/26	WORKS	25-02352	5 vehicle lift	15,000.00	C-04-33-049-00A-230	23173	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
01/20/26	WORKS	25-02352	6 vehicle lift	21,301.00	3349A DCS DPW 41 Chatham Rd Bldg Upgrade C-06-32-087-00D-016 23173 3287D Sewer HQ Building Maintenance		
			P.O. Total:	56,301.00			
01/20/26	WORKS	25-00311	HOMEDE33 HOME DEPOT CREDITSVCS (DCS&FD) 79 stainless steel wire rope set	116.66	5-01-29-401-000-200 Downtown Maintenance - OE	3172418	
01/20/26	WORKS	25-00311	80 lift table	199.00	5-01-28-375-000-204 P&ST Grounds Maintenance Materials	516003	
			P.O. Total:	315.66			
01/20/26	WORKS	25-00451	JCPL0050 JCP&L 13 100005626567 CONSTANTINE PUMP	7,197.09	5-07-55-502-004-601 Sewer Operating Pumps Electricity	98811115898	
01/20/26	WORKS	25-00554	JCPL0050 JCP&L 13 100 151 649 934 41 CHATHAM RD	39.77	5-07-55-502-004-601 Sewer Operating Pumps Electricity	95468615950	
01/20/26	WORKS	25-00556	JCPL0050 JCP&L 13 10004835532 NEW PROV AVE SWR	2,002.24	5-07-55-502-004-601 Sewer Operating Pumps Electricity	9578019415	
01/20/26	WORKS	25-00740	JCPL0050 JCP&L 12 200000000808 MASTER SEWER	4,282.97	5-07-55-502-004-601 Sewer Operating Pumps Electricity	95119931187	
01/20/26	WORKS	25-02004	JCPL0050 JCP&L 6 100 164 609 925 E BIKES ELEC	19.47	5-01-31-430-000-100 Electricity	95468615952	
01/20/26	WORKS	25-00621	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210025811013 3 Constantin	64.97	5-07-55-502-004-605 Sewer Operating Water	01/06/2025	
01/20/26	WORKS	25-02602	RAYKING RAY KING STUDIO LTD 1 REPAIR SLATE PROMENADE FOUNTAI	700.00	C-04-33-049-00F-110 3349F DCS Open Space Management	112525	
01/20/26	WORKS	25-02635	RICCIA RICCIARDI BROTHERS, INC. 1 ATHLETIC FIELD MARKING PAINT	470.40	5-01-28-375-000-204 P&ST Grounds Maintenance Materials	118538	
01/20/26	WORKS	25-00324	THYSSE50 TK ELEVATOR CORPORATION 5 12/1 TO 2/28/26 ELEVTR MAINTEN	2,047.78	5-01-26-310-000-502 PB&G City Hall Maintenance Contracts	3009056262	
01/20/26	WORKS	25-02295	TMASSOCI T&M ASSOCIATES 1 SPEED REDCTN STDY ORCHRD/SPRNG	3,000.00	C-04-33-049-00F-210	JRM498440	

January 15, 2026
03:34 PM

City of Summit
Received P.O. Batch Listing By Vendor Id

Page No: 19

Rcvd Date	Batch Id	PO #	Vendor	Item Description	Amount	Charge Account Description	Invoice Number	Contract
3349F DCS Traffic Calming Measures								
01/20/26	WORKS	25-00455	VERIZ408	VERIZON WIRELESS	96.14	5-07-55-502-004-509	6131766964	
01/20/26	WORKS	25-00455	25	442088740-00001 (sewer utility		Sewer Operating Mobile Devices		
01/20/26	WORKS	25-00455	26	442088740-00001 BLANKET	1,048.18	5-01-31-440-000-000	6131766964	
						TELEPHONE		
				P.O. Total:	1,144.32			
01/20/26	WORKS	25-00329	WBMASON	W.B. MASON CO, INC	4,076.57	5-01-26-310-000-201	258873364	
			146	LINER, SOAP, TISSUE, TOWEL		PB&G Supplies and Materials		
				Total for Batch: WORKS	122,490.56			
Total for Date: 01/20/26			Total for All Batches:			769,075.21		

Batch Id	Batch Total
Total for Batch: ADMIN	6,334.59
Total for Batch: FINANCE	498,090.58
Total for Batch: PARKDCP	59,763.64
Total for Batch: SAFETY	82,395.84
Total for Batch: WORKS	122,490.56
Total of All Batches:	<hr/> <hr/> 769,075.21

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
Current Fund	5-01	235,842.88	0.00	0.00	235,842.88
Sewer Operating	5-07	14,625.28	0.00	0.00	14,625.28
Parking Operating	5-09	11,350.97	0.00	0.00	11,350.97
Recreation Trust	5-28	<u>19,029.60</u>	0.00	0.00	<u>19,029.60</u>
	Year Total:	280,848.73	0.00	0.00	280,848.73
Current Fund	6-01	346,681.29	7,576.11	0.00	354,257.40
General Capital	C-04	69,312.98	0.00	0.00	69,312.98
Sewer Capital	C-06	21,301.00	0.00	0.00	21,301.00
Parking Capital	C-08	<u>5,800.00</u>	0.00	0.00	<u>5,800.00</u>
	Year Total:	96,413.98	0.00	0.00	96,413.98
Grant Fund	G-02	2,615.00	0.00	0.00	2,615.00
Trust - Other	T-03	1,350.55	0.00	0.00	1,350.55
Animal Control	T-12	88.06	0.00	0.00	88.06
Self Insurance Trust	T-13	<u>33,501.49</u>	0.00	0.00	<u>33,501.49</u>
	Year Total:	34,940.10	0.00	0.00	34,940.10
	Total of All Funds:	761,499.10	7,576.11	0.00	769,075.21

January 15, 2026
11:21 AM

City of Summit
Received P.O. Batch Listing By Vendor Id

Page No: 1

Rcvd Batch Id Range: First to Last

Rcvd Date Start: 0 End: 01/15/26 Report Format: Detail

Rcvd Date	Batch Id	PO #	Vendor	Item Description	Amount	Charge Account Description	Invoice Number	Contract
01/15/26	FINANCE	26-00018	FOSPA	FRIENDS OF SUMMIT PUBLIC ART				
			1	2025 FRIENDS ART GRANT REFUND	6,450.00	G-02-26-835-025-000	REFUND	
				Total for Batch: FINANCE	6,450.00	UC 2025 FRIENDS OF SUMMIT PUB ART GRANT		
				Total for Date: 01/15/26	Total for All Batches:	6,450.00		

January 15, 2026
11:21 AM

City of Summit
Received P.O. Batch Listing By Vendor Id

Page No: 2

Batch Id	Batch Total
Total for Batch: FINANCE	6,450.00
Total of All Batches:	<u>6,450.00</u>

January 15, 2026
11:21 AM

City of Summit
Received P.O. Batch Listing By Vendor Id

Page No: 3

Totals by Year-Fund
Fund Description

Fund	Budget Total	Revenue Total	G/L Total	Total
Grant Fund	6,450.00	0.00	0.00	6,450.00
Total of All Funds:	<hr/> 6,450.00	<hr/> 0.00	<hr/> 0.00	<hr/> 6,450.00

Date : 12/23/2025

Ref : 2025-12-26-1: PAY1469310

CITY OF SUMMIT

Check Register Summary
12/26/25 - Bi-Weekly Hourly & Bi-Weekly Salary Reg

Page 1 of 4

Description	Current		Year to Date	
	Units	Amount	Units	Amount
Earnings :				
1st RESP STI	0.00	0.00	0.00	46,500.00
Acting Pay	278.50	557.00	4,498.00	10,372.10
ADDITION	0.00	46,335.02	28.75	168,801.84
Additional Library Sunday	54.50	2,192.32	997.75	40,927.90
ARREST PROCESSING OT	1.50	144.76	49.00	3,636.99
BEREAVEMENT LEAVE	0.00	0.00	33.50	761.47
bFIT*	0.00	1,460.00	0.00	1,460.00
BURN TRAINING OT	0.00	0.00	129.00	11,605.51
CAR ALLOWANCE	0.00	600.00	0.00	10,500.00
COMMUNITY POLICING OT	0.00	0.00	5.00	499.89
COMP TIME	0.00	0.00	142.50	8,409.88
Conference/Seminar	0.00	0.00	20.00	495.12
COURT OT	0.00	0.00	48.00	4,567.61
CROSSING GUARD	0.00	0.00	7,356.85	243,425.00
DB INVESTIGATION OT	413.50	13,700.00	81.50	5,462.72
DETECTIVE CALL OUT OT	0.00	0.00	150.00	11,367.91
DOCK DAY	5.50	394.62	43.00	-1,450.38
DOUBLETIME	0.00	0.00	3,225.00	183,140.93
ELECTION	365.50	26,751.53	79.50	3,975.00
EMERGENCY RECALL OT	0.00	0.00	4.00	242.12
EXTRA DUTY SEC	0.00	0.00	254.50	12,615.00
EXTRA DUTY TRAFFIC	8.50	425.00	21,499.50	2,037,708.68
FAMILY MEDICAL LEAVE OT	888.50	83,912.97	10.00	891.12
FIRE PREVENTION DETAIL OT	0.00	0.00	83.50	6,338.85
FTO	0.00	0.00	2,486.00	24,860.00
GTL*	203.50	2,035.00	0.00	117,067.85
HOLIDAY	0.00	4,468.48	0.00	2,114.10
HOLIDAY STRAIGHT TIME	0.00	102.40	452.50	10,811.28
HOLIDAY WORKED	12.50	331.84	586.00	29,903.64
JURY DUTY	0.00	0.00	6.00	144.36
LATE CALL OT	0.00	0.00	87.50	7,142.04
LEAF COLLECTION STIPEND	5.00	473.43	2,556.00	25,469.38
MANPOWER BEREAVEMENT OT	128.00	1,341.00	6.00	369.67
MANPOWER COMP TIME OT	0.00	0.00	671.50	62,255.87
MANPOWER INJURY OT	27.00	2,509.97	19.00	1,093.62
MANPOWER OTHER OT	0.00	0.00	206.50	20,856.37
MANPOWER PERSONAL OT	0.00	0.00	149.00	14,909.94
MANPOWER SICK OT	7.00	431.28	363.00	34,478.19
MANPOWER SUPERVISOR OT	3.50	228.68	27.00	2,630.90
MANPOWER TRAINING OT	0.00	0.00	82.00	7,293.11
MANPOWER VACATION OT	18.00	1,681.68	874.50	86,731.88
MOD10 OT	34.00	3,312.53	95.50	5,874.50
NJ Wellness*	0.00	0.00	0.00	1,250.00
OFFICERS MEETING OT	0.00	1,250.00	40.00	4,434.41
OIC	6.00	696.86	269.00	2,690.00
OIC OT	0.00	0.00	0.00	723.90
Open Close	0.00	0.00	839.00	6,712.00
OVERTIME	0.00	0.00	7,418.75	436,016.06
PATROL BUREAU INVESTIGATION	299.75	17,552.08	41.50	2,804.01
PERSONAL DAY	9.50	619.11	60.52	1,366.75
Previous Qtr Adj	21.37	479.96	80.00	-192.32
PRISONER WATCH OT	0.00	0.00	5.50	453.80
Private Swim Lesson	0.00	0.00	652.50	16,665.00
REGULAR	15,696.63	757,950.74	442,796.75	20,252,077.31
REPORT WRITING OT	0.00	0.00	2.00	102.01

* Does Not Contribute To Net

CITY OF SUMMIT
Check Register Summary
12/26/25 - Bi-Weekly Hourly & Bi-Weekly Salary Reg

Description	Current		Year to Date	
	Units	Amount	Units	Amount
RETRO	0.00	0.00	0.00	108,635.41
RETRO OT	0.00	0.00	0.00	1,149.89
SICK	15.25	20,005.72	388.55	74,193.85
SIGNAL OT 10	8.00	662.05	511.50	36,906.58
SIGNAL OT 11	0.00	0.00	173.50	14,172.81
SPECIAL ASSIGNMENT OT	0.00	0.00	47.50	4,322.19
SPECIAL DETAIL/ASSIGNMENT OT	0.00	0.00	936.00	75,879.76
SPECIAL OPERATIONS OVERTIME	16.00	1,207.91	299.50	20,928.06
STAFFING / DEATH IN FAMILY OT	0.00	0.00	20.00	1,028.42
STAFFING COMP OT	10.00	561.63	380.00	30,899.95
STAFFING F FMBA CONV	62.00	4,506.53	61.50	4,769.20
STAFFING INJ Duty Injury	3.50	434.29	14.00	653.51
STAFFING R	14.00	653.51	10.00	891.12
STAFFING SIC OT	0.00	0.00	1,169.50	99,814.29
STAFFING TRAINING	86.00	6,445.13	66.00	4,936.80
STAFFING VAC OT	0.00	0.00	548.00	52,355.29
STIPEND	72.00	6,441.58	0.00	97,649.93
STORM EVENT OT	0.00	1,461.54	38.50	3,754.51
STRAIGHT TIME	0.00	0.00	365.80	10,242.56
TERMINAL LEAVE	8.00	257.09	80.00	3,727.98
TRAINING OT	0.00	0.00	189.00	16,981.79
UNIFORM	0.00	0.00	0.00	129,175.00
VACATION	55.00	1,174.81	501.00	10,765.77
Total Earnings :	18,837.50	1,015,750.05	504,512.22	24,795,199.56
Reimbursements / Sick Benefits :				
Reimbursement	0.00	650.62	0.00	650.62
WORKERS COMP REIMBURSEMENT	0.00	0.00	0.00	34,174.93
Total Reimbursements / Sick Benefits :	0.00	650.62	0.00	34,825.55
Total :	18,837.50	1,016,400.67	504,512.22	24,830,025.11
Employee Taxes :				
Federal W/T		115,066.58		2,593,243.67
Federal W/T Fixed		1,336.27		34,628.52
Fica Medicare		13,776.33		335,877.51
Fica Medicare Surtax		989.24		2,173.87
Fica Social Security		28,751.44		730,143.36
New Jersey W/T		39,520.64		933,217.33
New Jersey W/T Fixed		955.00		25,666.76
NJ Family Leave Ins.		2,423.85		77,257.59
NJ SDI Private		0.00		0.00
NJ SUI		124.26		13,878.94
NJ SUI (nr)		298.31		33,304.86
Total Employee Taxes :		203,241.92		4,779,392.41
Employee Deductions :				
Aetna Freedom10 #018 Pre-Tax		1,414.91		31,251.84
Aetna Freedom HDHigh #092		0.00		3,702.00
Aflac Post-Tax ACC		252.10		6,158.04
Aflac Post-Tax Cancer		24.44		609.70
Aflac Post-Tax Critical Illness		41.60		998.40
Aflac Post-Tax LIFE		105.05		2,140.20
Aflac Post-Tax STD		1,863.86		46,640.64
Aflac Pre-Tax ACC		1,040.90		27,068.05
Aflac Pre-Tax Cancer Pre-Tax		726.45		18,608.95
Aflac Pre-Tax HOSP		58.96		1,472.24
Ameriflex Pre-Tax C FLEX		145.83		2,791.58

* Does Not Contribute To Net

CITY OF SUMMIT
Check Register Summary
12/26/25 - Bi-Weekly Hourly & Bi-Weekly Salary Reg

Description	Current		Year to Date	
	Units	Amount	Units	Amount
Ameriflex Pre-Tax DCA		283.33		9,049.92
BOSTON MUTUAL		38.37		1,469.04
CHILD SUPPORT		3,670.54		75,327.04
Colonial Post-Tax Cancer		71.10		1,706.40
Colonial Post-Tax Life Insurance		31.50		756.00
Colonial Post-Tax STD		127.50		3,060.00
Colonial Pre-Tax Cancer		117.30		3,123.62
Colonial Pretax Disability		143.63		3,447.12
Contr. Ins Prev Qtr Adj		0.00		-13.08
DCRP PENSION		2,116.61		51,413.87
DENTAL PRE-TAX		0.00		106.10
DENTAL PRE-TAX BACK		0.00		37.33
DENTAL PRE-TAX FLAGSHIP		5.05		115.64
DENTAL PRE-TAX PL1		628.79		15,026.51
DENTAL PRE-TAX PL2		1,132.52		26,988.22
DENTAL PRE-TAX PL4		3,158.37		75,178.11
Empower 457B Pre-Tax		7,943.61		211,991.64
Empower Roth Post-Tax		1,209.00		26,066.00
Equitable 457 Pre-Tax		6,498.19		250,390.31
Equitable ROTH Post-Tax		5,353.19		126,144.48
FMBA DUES		1,738.26		42,605.56
FMBA INSURANCE		6.50		156.00
Health Insurance Retro Pre-Tax		0.00		606.48
HORIZON HMO #011 Pre-Tax		2,479.57		59,048.87
LOCAL 469 DUES Teamsters		647.50		15,225.50
NEW YORK LIFE		74.00		2,253.50
NJ DIRECT #027 Pre-Tax		651.62		15,638.88
NJ DIRECT10 #050 Pre-Tax		28,821.42		708,664.74
NJ DIRECT 10 BACK Pre-Tax		0.00		1,931.86
NJ DIRECT15 #150 Pre-Tax		20,983.48		511,992.90
NJ Direct 1525 #051 Pre-Tax		768.69		16,424.37
NJ DIRECT 15 BACK Pre-Tax		0.00		1,871.15
NJ Direct 2030 #052 Pre-Tax		2,464.24		56,139.70
NJ Direct 2035 #056 Pre-Tax		79.38		1,031.94
OMNIA PLAN #057 Pre-Tax		1,540.34		35,638.00
PBA DUES		1,630.29		38,012.00
PERS BACK CONTRIBUTORY INS		0.00		1,022.35
PERS Back Pension		444.97		16,763.01
PERS CONTRIBUTORY INSURANCE		1,901.23		43,991.85
PERS LOAN		3,548.46		72,691.79
PERS PENSION		28,591.65		673,076.14
PERS Prev Qtr Adj		0.00		-193.02
PERS PT Contrib Ins		0.00		6.05
PERS PT Pension		116.00		2,641.07
PFRS Arrears		496.88		11,925.12
PFRS Back Pension P & F		0.00		13,177.24
PFRS LOAN P&F		3,715.91		78,420.70
PFRS Pension Police-Fire		36,102.29		881,514.08
RETRO DCRP		0.00		1,675.52
VSP vision plan Pre-Tax		223.65		5,536.90
Total Employee Deductions :		175,229.03		4,332,316.16
Total Deductions :		378,470.95		9,111,708.57
Employer Tax Contributions :		Net Payroll:	630,751.24	15,598,538.69
Fica MC Employer			13,776.33	335,877.51

* Does Not Contribute To Net

Attachment: Payroll 12.26.25 PR 26 (12327 : Authorize Payment of Bills and Payroll XXXXXXXX)

Date : 12/23/2025
 Ref : 2025-12-26-1: PAY1469310

Page 4 of 4

CITY OF SUMMIT
Check Register Summary
12/26/25 - Bi-Weekly Hourly & Bi-Weekly Salary Reg

Description	Current		Year to Date	
	Units	Amount	Units	Amount
Fica SS Employer		28,751.44		730,143.36
NJ HC Employer		0.00		0.00
NJ SUI Employer		0.00		0.00
NJ WD Employer		0.00		0.00
Total Employer Tax Contributions :		42,527.77		1,066,020.87
Total Contributions :		42,527.77		1,066,020.87

* Does Not Contribute To Net

Check Register Summary
01/09/26 - Bi-Weekly Hourly & Bi-Weekly Salary Reg

Description	Current		Year to Date	
	Units	Amount	Units	Amount
Earnings :				
Acting Pay	120.00	240.00	120.00	240.00
ADDITION	0.00	2,460.00	0.00	2,460.00
Additional Library Sunday	50.50	2,047.72	50.50	2,047.72
CROSSING GUARD	71.11	2,850.00	71.11	2,850.00
DETECTIVE CALL OUT OT	8.00	701.25	8.00	701.25
DOUBLETIME	399.00	32,242.25	399.00	32,242.25
EXTRA DUTY SEC	5.50	275.00	5.50	275.00
EXTRA DUTY TRAFFIC	333.00	31,751.56	333.00	31,751.56
FTO	233.50	2,335.00	233.50	2,335.00
GTL*	0.00	4,896.10	0.00	4,896.10
HOLIDAY STRAIGHT TIME	126.00	2,908.18	126.00	2,908.18
HOLIDAY WORKED	256.00	13,092.20	256.00	13,092.20
MANPOWER COMP TIME OT	38.50	3,617.98	38.50	3,617.98
MANPOWER OTHER OT	1.50	167.44	1.50	167.44
MANPOWER PERSONAL OT	20.00	1,357.59	20.00	1,357.59
MANPOWER SICK OT	26.00	2,259.45	26.00	2,259.45
MANPOWER VACATION OT	47.00	4,786.51	47.00	4,786.51
OIC	63.00	630.00	63.00	630.00
OVERTIME	486.50	27,303.83	486.50	27,303.83
PERSONAL DAY	15.00	339.92	15.00	339.92
REGULAR	14,545.32	755,924.09	14,545.32	755,924.09
SICK	0.00	304.52	0.00	304.52
SIGNAL OT 10	2.00	200.52	2.00	200.52
SPECIAL DETAIL/ASSIGNMENT OT	10.00	660.61	10.00	660.61
STAFFING COMP OT	44.00	3,119.68	44.00	3,119.68
STAFFING SIC OT	158.00	10,552.63	158.00	10,552.63
STAFFING VAC OT	47.50	4,442.05	47.50	4,442.05
STIPEND	0.00	1,461.54	0.00	1,461.54
STORM EVENT OT	14.00	587.11	14.00	587.11
STRAIGHT TIME	3.00	99.44	3.00	99.44
VACATION	131.00	2,978.23	131.00	2,978.23
Total Earnings :	17,254.93	916,592.40	17,254.93	916,592.40
Reimbursements / Sick Benefits :				
Overtime Premium Memo (Reporting Only)*	414.00	7,869.69	414.00	7,869.69
Total Reimbursements / Sick Benefits :	414.00	7,869.69	414.00	7,869.69
Total :	17,668.93	924,462.09	17,668.93	924,462.09
Employee Taxes :				
Federal W/T		91,867.89		91,867.89
Federal W/T Fixed		1,391.27		1,391.27
Fica Medicare		12,137.65		12,137.65
Fica Social Security		28,346.07		28,346.07
New Jersey W/T		34,658.12		34,658.12
New Jersey W/T Fixed		955.00		955.00
NJ Family Leave Ins.		2,096.89		2,096.89
NJ SDI Private		0.00		0.00
NJ SUI		1,139.72		1,139.72
NJ SUI (nr)		2,735.10		2,735.10
Total Employee Taxes :		175,327.71		175,327.71
Employee Deductions :				
Aflac Post-Tax ACC		252.10		252.10
Aflac Post-Tax Cancer		24.44		24.44
Aflac Post-Tax Critical Illness		41.60		41.60
Aflac Post-Tax LIFE		105.05		105.05

Check Register Summary
01/09/26 - Bi-Weekly Hourly & Bi-Weekly Salary Reg

Description	Current		Year to Date	
	Units	Amount	Units	Amount
Aflac Post-Tax STD		1,836.56		1,836.56
Aflac Pre-Tax ACC		1,028.35		1,028.35
Aflac Pre-Tax Cancer Pre-Tax		701.50		701.50
Aflac Pre-Tax HOSP		58.96		58.96
Ameriflex Pre-Tax C FLEX		145.83		145.83
Ameriflex Pre-Tax DCA		283.33		283.33
BOSTON MUTUAL		38.37		38.37
CHILD SUPPORT		3,670.54		3,670.54
Colonial Post-Tax Cancer		71.10		71.10
Colonial Post-Tax Life Insurance		31.50		31.50
Colonial Post-Tax STD		127.50		127.50
Colonial Pre-Tax Cancer		117.30		117.30
Colonial Pretax Disability		143.63		143.63
DCRP PENSION		1,852.49		1,852.49
DELTA DENTAL PPO FIXED COPAY		14.37		14.37
DENTAL PRE-TAX PL1		650.38		650.38
DENTAL PRE-TAX PL2		960.82		960.82
DENTAL PRE-TAX PL4		3,306.19		3,306.19
Empower 457B Pre-Tax		8,028.61		8,028.61
Empower Roth Post-Tax		1,334.00		1,334.00
Equitable 457 Pre-Tax		6,198.57		6,198.57
Equitable ROTH Post-Tax		5,353.57		5,353.57
FMBA DUES		1,738.26		1,738.26
FMBA INSURANCE		6.50		6.50
HDHigh		136.27		136.27
HORIZON HMO #011 Pre-Tax		3,327.10		3,327.10
LOCAL 469 DUES Teamsters		629.00		629.00
NEW YORK LIFE		74.00		74.00
NJ DIRECT10 #050 Pre-Tax		32,227.69		32,227.69
NJ DIRECT15 #150 Pre-Tax		21,477.95		21,477.95
NJ Direct 1525 #051 Pre-Tax		1,023.34		1,023.34
NJ Direct 2030 #052 Pre-Tax		1,670.04		1,670.04
NJ Direct 2035 #056 Pre-Tax		1,347.78		1,347.78
OMNIA PLAN #057 Pre-Tax		10,672.16		10,672.16
PBA DUES		1,630.29		1,630.29
PERS Back Pension		157.35		157.35
PERS CONTRIBUTORY INSURANCE		1,909.31		1,909.31
PERS LOAN		3,548.46		3,548.46
PERS PENSION		29,218.01		29,218.01
PERS PT Pension		68.08		68.08
PFRS Arrears		496.88		496.88
PFRS LOAN P&F		3,342.83		3,342.83
PFRS Pension Police-Fire		36,985.16		36,985.16
RETRO DCRP		496.36		496.36
VSP vision plan Pre-Tax		228.80		228.80
Total Employee Deductions :		188,788.28		188,788.28
Total Deductions :		364,115.99		364,115.99
	Net Payroll:	547,580.31		547,580.31

Employer Tax Contributions :

Fica MC Employer	12,137.65	12,137.65
Fica SS Employer	28,346.07	28,346.07
NJ HC Employer	0.00	0.00
NJ SUI Employer	0.00	0.00
NJ WD Employer	0.00	0.00
Total Employer Tax Contributions :	40,483.72	40,483.72

* Does Not Contribute To Net

Date : 01/07/2026
Ref : 2026-1-9-1: PAY1569632

CITY OF SUMMIT
Check Register Summary
01/09/26 - Bi-Weekly Hourly & Bi-Weekly Salary Reg

Page 3 of 3

Description	Current		Year to Date	
	Units	Amount	Units	Amount
Total Contributions :		40,483.72		40,483.72

RECEIVED

By rilicatese at 8:09 am, 1/5/26

Environmental Commission Annual Report for 2025

Throughout 2025, the City of Summit Environmental Commission (EC) promoted sustainability efforts in Summit through community projects, outreach, and events. As dictated by state law, the EC has seven appointed commissioners and two alternates. Donna Goggin Patel is the appointed chairperson. During 2025, Paul Formichelli and Ryan Felmet served as the Planning Board representatives to the EC, EC member Mimi Zukoff was chairperson of the Recycling Advisory Committee (and the EC representative to the Summit Free Market Steering Committee), and EC member John Kilby was chairperson of Summit's Shade Tree Advisory Committee. EC members Lara Mendenhall and Dan Crisafulli resigned from the EC during 2025 due to moving and being elected to Common Council, respectively. All EC meetings are open to the public and several non-members attend meetings on a regular basis. In addition, Council liaison Michelle Kalmanson attended most of the EC meetings in 2025. Many EC members are members of other local sustainability groups. Jeff Hankinson is on the Park Line board. Donna Goggin Patel leads the Green Schools parent green team. Mimi Zukoff is active in the Summit Area GreenFaith Circle.

2025 Projects

Annual Earth Day Clean-Up: The EC organized and managed the annual Earth Day Clean-Up which took place on March 29 at ten different spots in Summit. Over 210 participants collected 540 lbs. of trash and added wood chips at Wilson Park. EC members Helen Campanha, Francie Cho, Dan Crisafulli, Jeff Hankinson, Lara Mendenhall, Donna Goggin Patel and Mimi Zukoff ran sites for the clean-up.

Tiny Forest: The Tiny Forest now contains over 700 plantings of over 50 native species of trees, shrubs, and wildflowers. CBS News featured the Tiny Forest in a segment on microforests which is available to watch [here](#). The *Montclair Local* also featured the project in an [article](#) published on Sept. 17, 2025. The Tiny Forest is a multi-layered forest of native plants that is designed to become self-sustaining after 2-3 years and to become a fully-developed forest in 20-30 years. During 2025, volunteers watered and weeded as needed (as part of the maintenance), and performed other tasks, such as adding wood chips to the path and removing invasive species. The EC added small species identification signs with funds from a family foundation. EC members Francie Cho, Lara Mendenhall, Donna Goggin Patel and Mimi Zukoff have taken the lead on this project with assistance from the rest of the EC. They led tours of the Tiny Forest or answered questions on calls from Environmental Commission and Shade Tree Committee members from Caldwell, Cranford, Hackensack, Hunterdon, Livingston, Merchantville, Teaneck, and Westfield, NJ, the Native Habitat Collective (a group of interested Mercer County, NJ, residents) and Grand Island and Yonkers, NY. Donna led two larger tours arranged by the Rahway River Watershed Association and the Essex County Chapter of the Native Plant Society of NJ. Donna and Francie led a tour for Summit Seniors in conjunction with the Department of Community Programs.

The EC continues to partner with the Summit Free Public Library to provide seeds from several Tiny Forest wildflowers to the Library's Native Seed Library. Mimi had led two learning sessions at the Library in 2024 to teach volunteers how to sort and label the collected seeds for distribution. Following their learning session, Girl Scouts from Troop #45827 helped sort and label the native seeds at the Library during 2025. These Girl Scouts also helped weed at the Tiny Forest following instructions from Mimi and Francie Cho. Mimi also led two Little Sprouts lessons, one each at the Library and the Tiny Forest, to teach participants about native plants.

Sustainable Jersey Recertification and Grants: The EC was responsible for preparing the application for Summit's re-certification with Sustainable Jersey with input from all city departments, the Recycling Advisory Committee, the Shade Tree Advisory Committee, Summit Downtown, Inc., and many others. EC Chair Donna Goggin Patel, current EC members Helen Campanha, Francie Cho, Lara Mendenhall and Mimi Zukoff, past EC member Melissa Spurr, and volunteer Chantal Landman, drafted the application. Summit submitted a strong application garnering 680 points (only 350 points were necessary for recertification).

Sustainable Jersey awarded Summit a \$10,000 grant in May 2024 to create a revised Environmental Resource Inventory (ERI). EC volunteer Chantal Landman led this project. An ERI is a compilation of text and visual information about the capacity, characteristics, and features of the municipality's natural resources. The revision can inform the next Master Plan (2026) and serves as the first step to protecting and preserving the natural resources within a municipality. Barbara Davis of The Land Conservancy presented the ERI to the Planning Board on December 15 (viewable [here](#) at 32:45-58:00). The ERI is found [here](#). Donna Goggin Patel and Dan Crisafulli continued to work on the Community Energy Plan proposed actions from a 2021 Sustainable Jersey \$10,000 grant, including support for municipal electric vehicles (EVs), EV chargers and solar arrays.

Membership in Union County Hub & the Northern Jersey Sustainable Municipal Alliance Group (NJSMA): The EC is in contact with its counterparts and Green Teams of neighboring towns to share resources and information about successful initiatives. Donna Goggin Patel and Helen Campanha attended a Union County Hub meeting. Donna Goggin Patel and Dan Crisafulli attended a virtual meeting about stormwater management current practices and efforts. Mimi Zukoff and Francie Cho led Summit's coordination with NJSMA for the fifth year to hold another successful native plant sale in partnership with the Great Swamp Watershed Association.

Planning and Zoning Board Work: Throughout 2024, the EC reviewed more than 40 plans under review by the Planning and Zoning Boards, and has provided suggestions, which usually relate to planting native species, addressing stormwater runoff, and green building practices. This work was done by Francie Cho, Lara Mendenhall and Donna Goggin Patel on behalf of the EC. Dan Crisafulli also followed up on suggested edits he had drafted to the Development Regulations Ordinance related to solar and electric vehicles.

Community Outreach

Communications: Many relevant posts have been made to the EC's [Summit NJ Environmental Commission Facebook group](#), the [Recycling Advisory Committee's Facebook page](#), and the [City of Summit Facebook page](#) and local newspapers. Thanks to Jenny Hoff and Megan Trindell for their substantial help in outreach.

Educational Table at Events: EC members Helen Campanha, Francie Cho, John Kilby and Mimi Zukoff manned a table for the EC at Community Night on the Village Green on July 22.

Recognition: EC member and RAC Chair Mimi Zukoff received the 2025 NJ Department of Environmental Protection Recycling Award in the category of Volunteer Citizen in October. Read more [here](#). EC Chair Donna Goggin Patel was named a Sustainability Hero in May 2025 by Sustainable Jersey. Read more [here](#). Donna also received the 2026 Volunteer of the Year Award from Mayor Fagan on December 16, 2025.

Eagle Scout Project Assistance: EC Chair Donna Goggin Patel and EC member Mimi Zukoff aided two Boy Scouts with their Eagle Scout project approvals and coordination. One created an additional pathway at Martin's Brook Park in April. A second Scout is creating bee hotels to be placed at the Tiny Forest and one other site.

The EC welcomes suggestions and comments from the Mayor, members of Common Council, city staff and the community. EC meetings are open to everyone and take place typically on the third Monday of the month at 8 PM in the Whitman Room; they generally last an hour. Please join the [Summit NJ EC Facebook group](#).

Respectfully submitted,
Donna Goggin Patel, 2025 Chairperson, City of Summit Environmental Commission

2026 EC meeting dates (8 PM in the Whitman Room at City Hall unless otherwise noted): 1/26 (4th Monday), 2/23 (4th Monday), 3/16, 4/20, 5/18, 6/15, 9/14 (2nd Monday), 10/19, 11/16, 12/21. There are no meetings in July and August.

November 13, 2025

BOARD OF EDUCATION
SUMMIT, NEW JERSEY

RECEIVED

By rlicatese at 11:35 am, 12/23/25

The Board of Education held a Meeting on Thursday, November 13, 2025 beginning at 6:00 PM in the Summit H.S. Library/Media Center. Those present: Ms. Cohn, presiding, Mr. Cho, Mr. Gundersen, Mr. Hanley, Ms. Justice, Ms. Kelly, and Mr. Mahecha. There were eight members of the public in attendance.

Also present were Mr. Hough, Superintendent of Schools, Mr. Jess, School Business Administrator/Board Secretary, Ms. Sarno, Assistant School Business Administrator, Mr. Gardella, Director of Human Resources, Mr. Margolis, Director of Special Services, Ms. Rocco, Director of Curriculum & Instruction, and Ms. Dickinson, Communications Officer.

NOTICE OF CERTIFICATION

The following notice was presented:

Let the minutes reflect that adequate notice of this meeting has been provided in accordance with the regulations of the Open Public Meetings Act.

PRESENTATIONS & DISCUSSIONS

- A. K-5 STEAM Presentation - Kristen Shuman, K-5 STEAM Coordinator

PRESIDENT'S ANNOUNCEMENTS

Ms. Cohn spoke about the following:

- Thanks to all the STEAM coordinators for their work throughout the district
- Success of the Coffees with the Board

SUPERINTENDENT'S REPORT

Mr. Hough spoke about the following:

- Activities throughout the district related to Halloween and Veteran's Day
- Arts and athletic successes throughout the district

Ms. Kelly moved approval of the following item listed under Superintendent's Report:

RESOLVED that the Summit Board of Education, upon the recommendation of the Superintendent:

- A. Resolve to review the Superintendent's recommendation of the suspensions for the period of 10/1/2025 - 10/31/2025 as outlined in the confidential reports shared with the Board of Education members and on file in the Superintendent's office.
- B. Resolve to affirm the Superintendent's recommendation of the HIB investigation(s) for the period of 9/10/2025 - 9/30/2025 and review the Superintendent's recommendation of the HIB investigation(s) for the period of 9/24/2025 - 10/30/2025. These report summaries are outlined in the confidential reports shared with the Board of Education members and on file in the Superintendent's office.

Motion seconded by Mr. Mahecha. The roll was called, and all voted, "Aye". The motion was declared adopted.

Minutes of Meeting – November 13, 2025 – Page 2

STUDENT BOARD REPRESENTATIVE REPORT

The report included the success of the fall sports teams; Veterans Day celebrations; annual Halloween fun.

ADDITIONS/REVISIONS TO THE AGENDA

Mr. Jess announced the additions/revisions to the agenda.

COMMITTEE REPORTS

- A. Education and Student Activities/Services Committee – Mr. Cho reported on the following: Genesis grading platform; K-12 Holocaust curriculum; PD on November 4th; class size concerns; NJSLA testing
- B. Operations Committee – Mr. Hanley reported on the following: Fiscal 24-25 audit; Pre-K tuition program; facilities foreman stipend; district buses; remaining bond project work at the Middle School; food service report; upcoming budget calendar; Consolidated Maintenance Plan on tonight's agenda

Ms. Kelly stated she would like feedback brought to the Board regarding topic points discussed at the Coffee & Conversation.

Mr. Mahecha asked that the ACFR and AMR be sent to the board members.

- C. Policy Committee – Ms. Justice reported on the following: Nepotism policy; emergency school bus procedures
- D. Communications Committee – Mr. Mahecha reported on the following: Coffee and Conversations with the Board President/VP; update on BES principal search; food assistance communication distribution; winter weather protocol
- E. Negotiations and Personnel Committee – Ms. Cohn reported that the committee discussed confidential personnel matters
- F. Liaison Reports – None

PUBLIC COMMENT

- A. Public Comment on Items on the Agenda - none
- B. Public Comment on Items not on the Agenda

Motion by Mr. Hanley, seconded by Ms. Kelly, unanimously approved by voice vote to close public comment.

APPROVAL OF BOARD MINUTES

Mr. Hanley moved approval of the following items listed under Approval of Board Minutes:

RESOLVED that the Summit Board of Education, upon the recommendation of the Superintendent:

- A. Approval of Minutes of the following meeting:

1. October 9, 2025 Regular Meeting

Motion seconded by Ms. Justice, unanimously approved by voice vote.

CURRICULUM / INSTRUCTION / PROGRAM

Ms. Kelly moved approval of the following items listed under Curriculum/Instruction/Program:

RESOLVED that the Summit Board of Education, upon the recommendation of the Superintendent:

A. Approval of anticipated 2025-2026 out-of-state and/or overnight field trips (list attached)

Motion seconded by Mr. Cho. The roll was called, and all present voted, "Aye". The motion was declared adopted.

FINANCE

Ms. Kelly moved the following items under Finance:

RESOLVED that the Summit Board of Education, upon the recommendation of the Superintendent:

A. Approval of the November Bills List as listed below:

1.	Regular Bills	Fund 10	\$2,997,350.68
2.	Special Revenue	Fund 20	\$ 370,103.81
3.	Capital Projects	Fund 30	\$ 629,114.75
4.	Enterprise Fund	Fund 60	\$ 38.90
	Sub Total All Funds		\$3,996,608.14
5.	Food Service Fund 61		\$ 321,646.95
	Total All Funds		\$4,318,255.09

B. Approval of the monthly payroll for October 2025 - \$5,614,007.52

C. Approval of budget adjustments and line-item transfers for September 2025

D. Approval of Secretary and Treasurer's Report for September 2025

E. Monthly Budgetary Line-item Status Certification:

Resolved, that the Board Secretary for the Summit Board of Education certifies that pursuant to NJAC 6A:23A-16.10 (c) 3, as of September 2025 that no line-item account has encumbrances and expenditures, which in total exceed the line-item appropriation in violation of NJAC 6A:23A-16.10(a); and

Further Be It Resolved, that the Summit Board of Education certifies that pursuant to NJAC 6A:23A-16.10(c) 4 that after review of the board secretary's and treasurer's monthly financial reports and the advice of district officials, no major account or fund has been over-expended in violation of NJAC 6A:23A-16.10 (b).

F. Approval of travel for staff members (as per attached)

G. Approval of the donation from the Lincoln-Hubbard School PTO in the amount of \$20,131 for improvements to the playground including a shade structure and additional table

H. Approval for the 2025-2026 Parental Contract for Student Transportation - Route #P-11 to Shepard School in Kinnelon, for student #6573877010 in the amount of \$6,021.40

Minutes of Meeting – November 13, 2025 – Page 4

- I. Approval of Proposal from Ahera Consultants, P.O. Box 385, Oceanville, NJ for bulk sampling of the roofs at Brayton School, Jefferson School, Summit High School, and Summit Middle School at a cost of \$33,680
- J. Approval of Agreement with Delta-T Group, 1460 U.S. Route 9 North, Suite 300, Woodbridge, NJ 07095 for substitute nursing services for the 2025-2026 school year on an as-needed basis at a cost of \$60/hour as per ESCNJ 24/25-21 Nursing Services Bid Term 9/20/24 - 9/19/26
- K. Approval of agreement with Seton Hall University, School of Health & Medical Sciences, for two speech therapy interns to work with district staff beginning January 26, 2026 to May 22, 2026 as follows: Marissa Todd, Intern, working with Melissa Gitlitz; and Cassandra Lamastra, Intern, working with Carrie Leshin
- L. Approval of Authorization from Rutgers University Behavioral Health Care, 671 Hoes Lane, Piscataway, NJ to provide Bedside Instruction at a cost of \$75/hour as needed during the 2025-2026 school year
- M. Approval of the Nonpublic School Security Aid Program spending plans for the participating schools located within this district as follows:

Oak Knoll School	\$ 11,860.75
Oak Knoll School	12,995.25
- N. Approval of Settlement Agreement between The Bennett Company, Inc. and the Summit Board of Education

Motion was seconded by Mr. Mahecha. The roll was called, and all present voted, "Aye". The motion was declared adopted.

SCHOOL BOARD OPERATION

Ms. Justice moved the following items under School Board Operation:

RESOLVED that the Summit Board of Education, upon the recommendation of the Superintendent:

- A. Approval of the "Submission of Comprehensive Maintenance Plan" and Form M-1 as per N.J.A.C. 6A:26A (as per attached)
- B. Approval of the Shared Service Agreement for the City of Summit to provide vehicle maintenance services on district vehicles including buses, vans, and trucks on an as-needed basis at the hourly rate of the City's mechanic(s) in accordance with the DPW salary schedule
- C. Approval to submit the Water Infrastructure Improvement Grant application to the NJDOE for the purpose of securing grant funds to replace existing water fountains throughout the District

Motion was seconded by Ms. Kelly. The roll was called, and all present voted, "Aye". The motion was declared adopted.

PERSONNEL

Ms. Kelly moved the following items under Personnel:

Minutes of Meeting – November 13, 2025 – Page 5

RESOLVED that the Summit Board of Education, upon the recommendation of the Superintendent:

A. Approval to appoint the following Long-Term or Leave Replacement staff, pending criminal history review, background checks are required by law, and ability to obtain appropriate NJ certification:

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Step/Salary</u>	<u>Effective</u>	<u>Replacing</u>
Erika Green	Spanish Teacher - LR	BES/FES	MA+30-Step-1, \$69,065 (prorated) with one overlap day at \$125/day	November 17, 2025, or sooner	Karin Dorieux
Erika Eichelbaum	Spanish Teacher - LTS	BES/FES	\$265/day	October 20, 2025, end date tbd	Karin Dorieux
Shari Lovenheim	School Psychologist - LR	FES/WES	MA-Step-1, \$65,480 (prorated)	November 17, 2025, or sooner, end date tbd	Kendall Bush

B. Approval of the following Changes of Assignment:

1. Michele Lazzaro, from Lunch/Recess Aide, Brayton Elementary School, to Leave Replacement Media Specialist, Brayton Elementary School, BA+15-Step-1, \$60,885 (prorated), effective October 20, 2025, or sooner, end date tbd, for Courtney Kaczynski
2. Amy Donnelly, from Long-Term Teacher Substitute, Jefferson Primary Center, to Leave Replacement Teacher, Jefferson Primary Center and Washington Elementary School, MA-Step-1, \$65,480 (prorated), effective November 1, 2025 through May 18, 2026
3. Eleanor Mahoney, from Substitute Teacher, District, to Long-Term Special Education Teacher Substitute, Lawton C. Johnson Summit Middle School, \$265/day, effective December 10, 2025 through January 28, 2026, with 2 overlap days at \$125/day, for Amelia Kropa

C. Approval of maternity leave/family leave for the following staff:

1. DeAnna Nelson, Physical Education Teacher, Jefferson Elementary School, paid leave effective February 9, 2026 through March 11, 2026, unpaid leave effective March 12, 2026 through June 12, 2026
2. Marie Brice, Inclusion Aide, Jefferson Elementary School, unpaid leave effective October 13, 2025 (.5), October 14, 2025 through November 16, 2025
3. Caitlin Dasti, Inclusion Aide, Wilson Primary Center, unpaid leave effective December 2, 2025 through March 9, 2026
4. Elizabeth Grawehr, Grade 3 Teacher, Washington Elementary School, paid leave effective October 3, 2025 through November 10, 2025, unpaid leave effective November 11, 2025 through February 18, 2026 (revised from the May 13, 2025 Agenda)
5. Melissa Brause, ELA Teacher, Lawton C. Johnson Summit Middle School, paid leave effective March 2, 2026 through March 20, 2026, unpaid leave effective, March 23, 2026 through June 12, 2026
6. Travis Smith, Physical Education Teacher, Jefferson and Wilson Primary Centers, unpaid leave effective January 5, 2026 through April 7, 2026
7. Rebecca Mongoij, Band Teacher, Lawton C. Johnson Summit Middle School and Summit High School, paid leave effective August 27, 2025 through December 23, 2025, unpaid leave effective January 5, 2026 through January 30, 2026 (revised from the June 12, 2025 Agenda)

Minutes of Meeting – November 13, 2025 – Page 6

8. Hannah Gallagher-Luca, Spanish Teacher, Lawton C. Johnson Summit Middle School, paid leave effective October 10, 2025 through November 25, 2025, unpaid leave effective November 26, 2025 through March 5, 2026, unpaid child care leave effective March 6, 2026 through March 29, 2026 (revised from the August 21, 2025 Agenda)
9. Bianca Ratner, Grade 3 Teacher, Jefferson Elementary School, paid leave effective October 14, 2025 through December 11, 2025, unpaid leave effective December 12, 2025 through March 6, 2026 (revised from the May 13, 2025 Agenda)
10. Dale Yelner, Inclusion Aide, Jefferson Elementary School, unpaid leave effective October 27, 2025 (.5), October 28, 2025 through January 16, 2026
11. Lisa Bolton, Special Education Teacher, Washington Elementary School, unpaid leave effective November 11, 2025, end date tbd

D. Approval to appoint the following support staff, pending criminal history review and background checks as required by law:

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Step</u>	<u>Salary</u>	<u>Effective</u>	<u>Replacing</u>
Jennifer West	Inclusion Aide	WPC	Aide-Step-1	\$41,390 (prorated)	December 1, 2025 for the 2024-2025 school year	Elvia Caravella
Christine Otiende	Cafeteria/Lunch Aide (leave replacement)	BES	n/a	\$38/hour	October 23, 2025, end date tbd	Michele Lazzaro
Rachel Quartuccio	Auditorium Manager	District	n/a	\$50/hour	December 31, 2025, or sooner	n/a

E. Approval to accept the resignation for the reason of retirement of the following staff:

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Effective</u>
Anna Gomez	ESL/Bilingual Teacher	WES	July 1, 2026

F. Approval to accept the resignation of the following staff:

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Effective</u>
Caroline McAuliffe	Student Assistance Coordinator	SHS	December 23, 2025
Nicole Georgio-Maranzino	Leave Replacement Reading Strategies Teacher	LCJSMS	December 23, 2025
Shane Zeigler	Principal	BES	December 19, 2025

G. Approval to appoint the following substitute teachers, pending criminal history review, background checks as required by law, and the ability to obtain NJ substitute teacher credentials:

<u>Name</u>	<u>Pay Rate</u>	<u>Effective Date</u>
Patrick Brett	\$125/day	October 30, 2025, or sooner
Anna Maria Matarredona	\$125/day	November 14, 2025

Minutes of Meeting – November 13, 2025 – Page 7

H. Approval to appoint the following support staff substitutes, pending criminal history review and background checks as required by law:

Name	Position	Pay Rate	Effective Date
Dania Mejia	Long-Term Instructional Aide	\$200/day	October 30, 2025, or sooner, end date tbd
Eleni Takas	Lunch Aide	\$38/hour	October 20, 2025
Bean Chambers	School Nurse	\$225/day	November 10, 2025, or sooner
Yvonne Travers	Lunch/Phone Coverage	\$16.58/hour	December 1, 2025, or sooner

I. Approval to pay Daniel Duffy, Summit High School, the stipend for Non-Athletic Generic, Ski and Snowboard Club, \$4,539, for the 2025-2026 school year

J. Approval to pay Erica Dorsey, Julie Caputo and Ashley Fuchs, Lincoln-Hubbard Elementary School, the stipend of \$1,369.66/each, for the Non-Athletic Generic, Lincoln-Hubbard Pride Pals, for the 2025-2026 school year

K. Approval to pay Anthony Ferrante, Lawton C. Johnson Summit Middle School, the stipend for Non-Athletic Generic, Student Movement Against Cancer Club, \$4,324, for the 2025-2026 school year

L. Approval of the revised 2025 Summer/Fall Coaches list for Anthony Ferrante and Dennis Marcantonio, Lawton C. Johnson Summit Middle School, to share the stipend of \$1,490 equally (\$745/each) for the LCJSMS Intramurals Session II

M. Approval for the following Lawton C. Johnson Summit Middle School staff for an extra 6th assignment, effective November 18, 2025, end date tbd, until a replacement teacher is hired for Shannon Caravano:

1. Cindy MacKinnon - \$53.43/day
2. Kate Polles - \$70.38
3. Dana Amato - \$105.39
4. Olympia Balzer - \$74.50

N. Approval of the recommendation for Molly Malkinski, Student Assistance Coordinator, Lawton C. Johnson Summit Middle School be added as an Anti-Bullying Specialist for LCJSMS, for the 2025-2026 school year

O. Approval of the 2025-2026 winter coaching staff (list attached) (revised from the October 9, 2025 Agenda)

P. Approval to pay the following staff members for their work with students on the Science Olympiad, at the curriculum rate of \$50/hour, paid via timesheet (funded through SEF Grant S24304):

1. Jack Maranhao, up to 59 hours
2. Ben Fischer, up to 59 hours

Q. Approval to pay staff for their participation in administering the PSATs on Saturday, October 18, 2025 at Summit High School (list attached)

Minutes of Meeting – November 13, 2025 – Page 8

- R. Item Removed
- S. Approval to pay the following staff for the After School Social Skills Program (A3 Alliance) at Lawton C. Johnson Summit Middle School, at the curriculum rate of \$50/hour, effective October 7, 2025 through May 28, 2026, paid via timesheet (funded by IDEA):
 - 1. Brenda Horetsky
 - 2. Gayle Galenas
 - 3. Tiffany Goncalves
 - 4. Qefsere Ferizi

Motion was seconded by Mr. Mahecha. The roll was called, and all present voted, "Aye". The motion was declared adopted.

POLICIES & REGULATIONS

Mr. Hanley moved the following items under Policies & Regulations:

RESOLVED that the Summit Board of Education, upon the recommendation of the Superintendent:

First Reading

P 0142.1 - Nepotism (M) (internal rewrite)

P 0142.1A - Nepotism – Abolish

R 8630 – Emergency School Bus Procedures (internal revision)

Motion was seconded by Ms. Kelly. The roll was called, and all present voted, "Aye". The motion was declared adopted.

Ms. Kelly advised the Board about a program she attended in New Providence and feels the Education Committee should consider it.

Mr. Mahecha spoke about his experience at the Middle School's Veteran's Day assembly, and his visit with Mr. Hough to Jefferson School.

ADJOURNMENT

Motion by Mr. Hanley, seconded by Ms. Justice, and carried to adjourn the meeting at 6:55 PM.

Respectfully submitted,



Derek J. Jess
School Business Administrator/Board Secretary
Summit Public Schools