

Minutes of a Regular Meeting of the Verona Township Council on Monday, January 6, 2025, beginning at 7:00 p.m. in the Municipal Building, 600 Bloomfield Avenue, Verona, New Jersey, and via Zoom video conferencing

Call to Order:

The Municipal Clerk reads the notice of Open Public Meetings Act.

Roll Call:

Mayor Tamburro, Deputy Mayor McEvoy, Councilman Roman, Councilwoman McGrath, Councilwoman Holland, Township Manager Joseph D’Arco, Deputy Township Manager Kevin O’Sullivan, Township Attorney Brian Aloia and Municipal Clerk Jennifer Kiernan are present.

Mayor’s Report:

Mayor Tamburro mentions the lovely Hanukkah Menorah Lighting that took place on the 26th at Town Hall and thanks everyone who attended. He thanks Public Works, the Police Department, Fire Department and everyone else involved for their quick action and assistance during the big holiday water main break. Lastly, the Mayor announces the Verona Environmental Commission meeting this Wednesday at 7:00PM.

Essex County Liaison J. Coltre announces that starting this Thursday at Hilltop there is a deer management program with other various dates of Hilltop Reservation’s s closure. He lastly expresses his hopes of a happy and healthy holiday season enjoyed by all.

Township Manager’s Report:

Township Manager Joseph D’Arco requests Council enter into Executive Session for a brief discussion.

RESOLUTION No. 2025-001

A motion was made by Councilman Roman; seconded by Councilwoman Holland that the following resolution be adopted:

PERMITTING ITEMS TO BE DISCUSSED IN EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the Public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exists.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona, County of Essex, State of New Jersey, as follows:

The public shall be excluded from discussion of an action upon the hereinafter specified subject matter.

- 1. Purchase, Lease or Acquisition of Real Property pursuant to *N.J.S.A. 10:4-12 (5)*
- 2. Pending, Ongoing, or Anticipated Litigation and Contract Negotiations pursuant to *N.J.S.A. 10:4-12 (7)*

ROLL CALL:

AYES: Holland, McGrath, Roman, McEvoy, Tamburro
NAYS:

Council enters into Executive Session at 7:10 p.m. and returns to Public Session at 7:32 p.m.

Deputy Township Manager Kevin O’Sullivan reports that the police department has temporarily relocated to the Community Center and Annex Building while the Township relieves an air quality issue. There has been no disruption in police services and a communication will be released to the public tomorrow. Work continues on various construction projects. The sanitary trunk line was repaired over

the holidays behind Derwent Avenue. The Lakeside Avenue parking lot is under design. The Township received a \$1 million dollar grant for that project.

Council Members Reports:

Deputy Mayor McEvoy thanks everybody who attended the Menorah lighting, as well as the Public Works Department and all involved for their immediate repair and assistance regarding the water main break.

Councilman Roman thanks everyone who put together the Hanukkah service and was extremely impressed by the skill levels of the DPW crews in effectively repairing the water main break. He lastly thanks the entire Emergency Services and Emergency Management Organizations for their involvement in the incident.

Councilwoman McGrath wishes everyone a Happy New Year and echoes the sentiments of thanking all involved in the water main break repair. She also thanks all involved in the Hanukkah celebration and mentions her exciting trip to Washington DC to attend the celebrations associated with the swearing in of our new Congresswoman and Senator. Lastly, the Shade Tree Commission has a meeting on Monday at 5:00PM and the Neighborhood Traffic and Safety Committee has a meeting on Tuesday at 7:30 p.m.

Councilwoman Holland also attended the Hanukkah celebration and expresses her hopes that everyone had a happy and healthy holiday season. She was extremely impressed with all involved in the rapid repairs in the recent water main break and lastly reminds all residents struggling with their utility bills to involve themselves in the Winter Termination Program.

Public Comment:

Frank Fabiano, Verona, New Jersey

ORDINANCE No. 2025-01

BOND ORDINANCE PROVIDING FOR THE ACQUISITION OF TWO SALT TRUCKS WITH EQUIPMENT IN AND BY THE TOWNSHIP OF VERONA, IN THE COUNTY OF ESSEX, NEW JERSEY, APPROPRIATING \$200,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$190,000 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF.

The Municipal Clerk reads Ordinance H-1 into the record.

Motion to move the ordinance is made by Councilman Roman; seconded by Deputy Mayor McEvoy.

ROLL CALL:

AYES: Holland, McGrath, Roman, McEvoy, Tamburro

NAYS:

Ordinance H-1 is numbered 2025-01. It will be published according to law and a public hearing will be held on January 20, 2025.

After a brief discussion, Councilman Roman makes a motion to table ordinance H-2; seconded by Councilwoman Holland; Vote: 5 ayes; 0 nays.

Public Comment on Consent Agenda:

None.

Councilwoman McGrath makes a motion to pull resolution K-15 from the consent agenda; seconded by Councilwoman Holland. Vote: 5-0.

RESOLUTION No. 2025-002

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

TEMPORARY APPROPRIATIONS FOR OPERATING PURPOSES

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

WHEREAS, the total appropriation in the 2025 budget, exclusive of any appropriations made for principal and interest of debt, public assistance, and capital improvement fund, is the sum of \$22,353,959.69 for the Current Fund, \$6,453,771 for the Water/Sewer Utility Fund, and \$145,000 for the Pool Utility; and

WHEREAS, the temporary budget shall not exceed 26.25% of the total appropriations in the 2022 budget, exclusive of any appropriations made for principal and interest of debt, public assistance, and capital improvement fund, which is the sum of \$6,000,000 for the Current Fund, \$1,800,000 for the Water/Sewer Utility Fund, and \$130,000 for the Pool Utility Fund.

NOW, THEREFORE, BE IT RESOLVED BY the Township Council of the Township of Verona, County of Essex, that the following temporary appropriations for 2025 operating purposes be made in the amount of \$5,860,000 for the Current Fund, \$1,690,000 for the Water/Sewer Utility Fund, and \$130,000 for the Pool Utility Fund.

ROLL CALL:

AYES: Holland, McGrath, Roman, McEvoy, Tamburro

NAYS:

RESOLUTION No. 2025-003

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

ADOPTING A CASH MANAGEMENT PLAN

WHEREAS, it is in the best interest of the Township of Verona to earn additional revenue through the investment and prudent management of its cash receipts; and

WHEREAS, the Local Fiscal Affairs Law requires that each local unit shall adopt a cash management plan.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona, in the County of Essex, New Jersey that the following shall constitute the Cash Management Plan for the Township of Verona and the Township of Verona shall deposit and manage its funds pursuant to this plan:

Definitions

1. Treasurer shall mean the Chief Financial Officer/Treasurer of the Township of Verona.
2. Fiscal year shall mean the twelve-month period beginning January 1 ending December 31.
3. Cash Management Plan shall mean the plan as approved by this resolution.

Designation of Depositories

1. At least once each fiscal year the Township Council shall by resolution designate the depositories for the Township of Verona in accordance with *N.J.S.A. 40A:5-14*.

Audit Requirement

1. The Cash Management Plan shall be subject to the annual audit conducted pursuant to *N.J.S.A. 40A:5-4*.

Authority to Invest

1. The Chief Financial Officer and the Township Manager shall make and be responsible for municipal deposits and investments.

Investment Instruments

1. In accordance with the Local Fiscal Affairs Law, the Chief Financial Officer/Treasurer may use moneys which may be in hand for the purchase, at his/her discretion, of any of the types of securities listed under *N.J.S.A. 40A:5-15.1a*, and if said security is suitable for registry, may be registered in the name of the Township.

Records and Reports

1. The Chief Financial Officer/Treasurer shall report all investments in accordance with *N.J.S.A. 40A:5-15.2*.
2. At a minimum the Chief Financial Officer/Treasurer shall:
 - a. Keep a record of all investments.
 - b. Keep a cash position record, which reveals on a daily basis, the status of the Township's cash in its bank accounts.
 - c. Report monthly to the Township Council as to the status of cash balances in bank accounts, revenue collection and cash receipts and disbursements

Cash Flow

1. The Chief Financial Officer/Treasurer shall ensure that the Township's accounting system provides regular information concerning the Township's cash position and investment performance.
2. All monies shall be turned over to the Tax Collector/Chief Financial Officer/Treasurer and deposited in accordance with *N.J.S.A. 40A:5-15*.
3. The Chief Financial Officer/Treasurer is authorized and directed to invest surplus funds of the Township of Verona as the availability of the funds permit. In addition, it shall be the responsibility of the Chief Financial Officer/Treasurer to minimize the possibility of idle cash by depositing the Township's monies in interest bearing accounts wherever practical and in the best interest of the Township of Verona.
4. The Chief Financial Officer/Treasurer shall ensure that funds are borrowed for Capital Projects in a timely fashion.
5. The Chief Financial Officer/Treasurer is authorized to make de minimums petty cash disbursements upon being presented a Receipt of Petty Cash slip, detailing the nature of the expenditure not to exceed \$60.00. The expense will be supported by an original receipt and will be approved by the employee's supervisor and also the Chief Financial Officer/Treasurer.

ROLL CALL:

AYES: Holland, McGrath, Roman, McEvoy, Tamburro

NAYS:

RESOLUTION No. 2025-004

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

RESOLUTION FIXING DEPOSITORIES

WHEREAS, *N.J.S.A. 40A:5-14* provides that monies held in any separate fund shall be treated as monies held in trust and shall not be diverted to any other purposes.

NOW, THEREFORE, BE IT RESOLVED that Investors Bank, New York Community Bank, Kearny Bank and BCB Bank shall be authorized as the depository for the separate funds of the Township and that the custodian shall be Chief Financial Officer/Treasurer, Jennifer Muscara.

BE IT FURTHER RESOLVED that all withdrawals for the following accounts shall be on orders signed by at least two of the authorized officers. The authorized officers for the following accounts shall be the Mayor, Chief Financial Officer and Township Manager.

- Claims Fund
- Current Fund
- General Capital Fund
- Water/Sewer Utility Operating Fund
- Water/Sewer Utility Capital Fund
- Swimming Pool Utility Operating Fund
- Swimming Pool Utility Capital Fund
- All Payroll Funds
- State Unemployment Compensation Insurance Account
- Animal Control Funds
- Development Fee Trust Funds
- Affordable Housing Trust Funds
- Open Space Trust Funds
- Trust Funds (Other/Escrow)
- Check Clearing Account

BE IT FURTHER RESOLVED that all withdrawals for the following account shall be on orders signed by the Municipal Court Administrator and the Judge of the Municipal Court.

- All Court Funds

ROLL CALL:

AYES: Holland, McGrath, Roman, McEvoy, Tamburro

NAYS:

RESOLUTION No. 2025-005

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**RESOLUTION DESIGNATING OFFICIAL NEWSPAPER FOR ALL
ADVERTISEMENTS AND NOTICES AND DESIGNATING TWO NEWSPAPERS
TO RECEIVE NOTICE OF MEETING**

WHEREAS, *N.J.S.A. 40:53.1* permits the governing body of every municipality to designate official newspapers for the publication of all advertisements and notices required by law to be published; and

WHEREAS, the Open Public Meetings Act, *N.J.S.A.10:4-6 et seq.*, requires the governing body of each municipality to designate two newspapers to receive the notices of its meetings.

WHEREAS, all municipal advertisements shall be published in one or both of the designated official newspapers according to the various statutory provisions; and

WHEREAS, the Township Council of the Township of Verona is desirous of designating two official newspapers for the purpose of satisfying the requirements of these statutes; and

WHEREAS, the VERONA-CEDAR GROVE TIMES and THE STAR LEDGER, a newspaper published within the County of Essex meets the statutory criteria for designation as the official newspapers for the Township of Verona.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona, in the County of Essex, New Jersey that the VERONA-CEDAR GROVE TIMES and THE STAR LEDGER be hereby designated as the official newspapers for all advertisements and notices of the Township of Verona required to be published.

BE IT FURTHER RESOLVED that the VERONA-CEDAR GROVE TIMES and THE STAR LEDGER be hereby designated as the two newspapers to receive the notices required by the Open Public Meetings Act.

ROLL CALL:
AYES: Holland, McGrath, Roman, McEvoy, Tamburro
NAYS:

RESOLUTION No. 2025-006

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

APPROPRIATING DEBT SERVICE REQUIREMENT

WHEREAS, *N.J.S.A. 40A:4-19* provides authority for appropriating in a temporary resolution the permanent debt service requirement for the coming fiscal year providing that such resolution is not made earlier than the last ten days of the preceding fiscal year; and

WHEREAS, the date of this resolution is subsequent to that date; and

WHEREAS, the debt payments are due prior to our budget being adopted; and

WHEREAS, principal and interest will be due on various dates from January 1, 2025 to December 31, 2025 inclusive, in sundry bonds issued and outstanding.

NOW THEREFORE, BE IT RESOLVED that the Township Council of the Township of Verona, County of Essex, New Jersey, that the following appropriations be made to cover the period from January 1, 2025 to May 1, 2025 inclusive:

DEBT SERVICE GENERAL IMPROVEMENT	
Bond Principal	\$ 1,225,000
Interest on Bonds	\$ 225,970
Green Acres Loan	\$ 61,095
DEBT SERVICE - WATER UTILITY	
Bond Principal	\$ 185,000
Interest on Bonds	\$ 58,545
DEBT SERVICE - POOL UTILITY	
Bond Principal	\$ 15,000
Interest on Bonds	\$ 5,160
Legal Installments	\$ 38,700
OPEN SPACE	
Principal	\$ 300,000
Interest	\$ 264,813

ROLL CALL:
AYES: Holland, McGrath, Roman, McEvoy, Tamburro
NAYS:

RESOLUTION No. 2025-007

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**AUTHORIZING TAX COLLECTOR TO MAKE CORRECTIONS AND/OR
ADJUSTMENT NOT EXCEEDING \$10.00**

WHEREAS, the Tax Collector has to make certain corrections and adjustments to the accounts in the Tax Collector’s Office; and

WHEREAS, it is proper bookkeeping procedure to have the Tax Collector’s record reflect that there

are no monies due and owing; and

WHEREAS, *N.J.S.A 40A:5-17.1* allows the Tax Collector to process property tax refunds and cancellations or delinquency of less than \$10.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona in the County of Essex, New Jersey that the Tax Collector is hereby authorized to make any corrections or adjustments to the accounts in the office of the Tax Collector where the correction or adjustment does not exceed \$10.00.

ROLL CALL:
AYES: Holland, McGrath, Roman, McEvoy, Tamburro
NAYS:

RESOLUTION No. 2025-008

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**AUTHORIZING TAX COLLECTOR TO REFUND
PROPERTY TAX AND UTILITY OVERPAYMENTS**

BE IT RESOLVED by the Township Council of the Township of Verona in the County of Essex, New Jersey that the Tax Collector is hereby authorized to refund property tax and utility overpayments to the accounts in the office of the Tax Collector when deemed appropriate and necessary.

ROLL CALL:
AYES: Holland, McGrath, Roman, McEvoy, Tamburro
NAYS:

RESOLUTION No. 2025-009

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**SETTING THE RATE OF PENALTIES AND GRACE PERIOD FOR RECEIPT OF
DELINQUENT TAXES AND MUNICIPAL CHARGES**

WHEREAS, *N.J.S.A. 54:67(a)* permits the governing body to fix the rate of interest to be charged for the nonpayment of taxes, assessments, or other municipal liens or charges on or before the date when they would become delinquent, and may provide that no interest shall be charged if payment of any installment is made within the tenth calendar day following the date upon which the same became payable. The rate so fixed shall not exceed 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00, to be calculated from the date the tax was payable until the date that actual payment to the tax collector is made; and

WHEREAS, *N.J.S.A. 54:67(c)* permits the governing body to fix a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000 who fails to pay that delinquency as billed, prior to the end of the fiscal year, the penalty so fixed shall not exceed 6% of the amount of the delinquency with respect to each most recent fiscal year only; and

WHEREAS, this legislation is permissive in nature and requires the adoption of a resolution by the governing body imposing the penalty for delinquencies in the municipality; and

WHEREAS, it has determined that it is in the best interests of the Township to authorize imposition of such penalty.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona, in the County of Essex, New Jersey that pursuant to *N.J.S.A. 54:4-67(a)* that the interest rate for delinquent taxes and any delinquency for the year 2024 be set at the rate of 8% per annum for amounts under \$1,500 and 18% per annum for amounts over \$1,500 unless otherwise superseded by law, rule, regulation or order of the State.

BE IT FURTHER RESOLVED that no interest shall be charged if payment of any installment is made by the 10th of the month after the date upon which the same became payable, effective January 1, 2025. In the event that the 10th of the month falls on a Saturday, Sunday or Legal Holiday, the date of the Grace Period ends with the following working day.

BE IT FURTHER RESOLVED that pursuant to *N.J.S.A.54:4-67* the Tax Collector is hereby authorized to impose a penalty of 6% on any delinquent taxes and municipal charges in excess of \$10,000 in addition to the interest charges set forth above.

ROLL CALL:
AYES: Holland, McGrath, Roman, McEvoy, Tamburro
NAYS:

RESOLUTION No. 2025-010

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**AUTHORIZING THE SETTLEMENT OF TAX APPEALS RESULTING IN A
REDUCTION NOT EXCEEDING \$10,000.00**

WHEREAS, there are tax appeals before the County Tax Board or the Tax Court of New Jersey where the amount of reduction in the total annual taxes as a result of a settlement does not exceed \$10,000.00 per tax year; and

WHEREAS, it will be more cost efficient for the Township to permit the Tax Assessor, the Attorney and the Township Manager to settle those tax appeals without the necessity of obtaining Township Council approval by way of a resolution.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona, in the County of Essex, New Jersey that the Tax Assessor, the Attorney and the Township Manager are hereby authorized to settle any tax appeal where the amount of reduction in the total annual taxes as a result of a settlement does not exceed \$10,000.00 per tax year.

BE IT FURTHER RESOLVED that all settlements authorized pursuant to this Resolution shall be reported at the next meeting thereafter of the Township Council.

ROLL CALL:
AYES: Holland, McGrath, Roman, McEvoy, Tamburro
NAYS:

RESOLUTION No. 2025-011

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**AUTHORIZING THE FILING OF ASSESSOR'S TAX APPEALS, ANSWERS,
COUNTERCLAIMS, APPEALS AND CROSS APPEALS IN TAX MATTERS ON
BEHALF OF THE TOWNSHIP OF VERONA**

WHEREAS, statutory tax appeals and other matters and applications affecting the taxation of real property within the Township of Verona are routinely filed with the Essex County Board of Taxation and the Superior Court of New Jersey; and

WHEREAS, the Township Council finds it to be in the best interest of the citizens of the Township to authorize and direct the Tax Assessor to take any and all action that he/she deems advisable in such tax matters in order to protect, promote and advance the Township's interest in assuring that each property within the Township is fairly and equitably assessed in accordance with the law; and

WHEREAS, the Township Council finds it to be in the best interest of the citizens of the Township to authorize and direct the Township Attorney and/or Special Counsel to assist the Tax Assessor in such tax matters referred to herein;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona, County of Essex, State of New Jersey that the Tax Assessor of the Township of Verona be and is hereby authorized and directed to prepare, file, pursue and litigate, if necessary, any Assessor's Tax Appeals, Answers to Tax Appeals, Counterclaims, Appeals and Cross-Appeals in statutory tax appeals and other matters and applications affecting the taxation of real property within the Township of Verona as may be filed with the Essex County Board of Taxation and/or the Superior Court of the State of New Jersey, that the Tax Assessor deems advisable in such tax matters in order to protect, promote and advance the Township's interest in assuring that each property within the Township is fairly and equitably assessed in accordance with the law.

BE IT FURTHER RESOLVED that notwithstanding the foregoing, the Tax Assessor shall provide the Township Manager and the Township Council with a quarterly report detailing all pending tax appeals, and shall be required to obtain the prior approval and consent of the Township Council for the following:

- 1. The settlement of all non-residential tax appeals.
- 2. The hiring of expert witnesses for purposes other than real property appraisals.
- 3. The Tax Attorney for the Township of Verona be and are hereby authorized and directed to take any and all action said Attorney deems advisable to assist the Tax Assessor of the Township of Verona in such tax matters as are referred to herein.
- 4. The Township Manager, Township Tax Assessor, Township Tax Attorney be and are hereby authorized to take all necessary and appropriate actions to carry out the subject and intent of this Resolution.

ROLL CALL:
AYES: Holland, McGrath, Roman, McEvoy, Tamburro
NAYS:

RESOLUTION No. 2025-012

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**AUTHORIZE BUDGET TRANSFERS BETWEEN APPROPRIATION ACCOUNTS
PURSUANT TO NJSA 40A:4-59**

WHEREAS, certain transfers of funds for various 2024 budget appropriations are necessary to cover anticipated expenditures; and

WHEREAS, N.J.S.A. 40a:4-59 provides for transfer of appropriations with an excess over and above the amount deemed necessary to fulfil their purposes to those appropriations deemed to be insufficient;

WHEREAS, the appropriations subject to fund transfers hereby are not within those restricted by N.J.S.A. 40a:4-59 for transfer purposes;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Verona that the Chief Financial Officer shall and is hereby authorized to make transfers between appropriations accounts of the 2024 Municipal Budget as follows:

TO: FROM:

Planning Board – Salary and Wages		\$2,000.00
Planning Board – Operating Expenses		\$6,000.00
Zoning Board – Operating Expenses		\$3,000.00
Recreation – Operating Expenses	\$11,000.00	
TOTAL:	\$11,000.00	\$11,000.00

ROLL CALL:
AYES: Holland, McGrath, Roman, McEvoy, Tamburro
NAYS:

RESOLUTION No. 2025-013

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

APPOINTING A PUBLIC AGENCY COMPLIANCE OFFICER

WHEREAS, *N.J.A.C. 17:27-3.5* requires a municipality to designate an officer or employee to serve as its Public Agency Compliance Officer; and

WHEREAS, it has been determined that the Deputy Township Manager, Kevin O’Sullivan, shall serve as the Public Agency Compliance Officer for the Township.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona, in the County of Essex, New Jersey that in pursuant to the provisions of *N.J.A.C. 17:27-3.5* the Deputy Township Manager, Kevin O’Sullivan, is hereby designated as the Public Agency Compliance Officer for the Township of Verona.

BE IT FURTHER RESOLVED that the Municipal Clerk is hereby directed to forward a copy of this resolution to the State of New Jersey, Department of the Treasury, Public Contract Equal Employment Opportunity Compliance Monitoring Program.

ROLL CALL:
AYES: Holland, McGrath, Roman, McEvoy, Tamburro
NAYS:

RESOLUTION No. 2025-014

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

AUTHORIZING EXECUTION OF A PROFESSIONAL SERVICE AGREEMENT FOR ARCHITECTUAL SERVICES

WHEREAS, the Township requires a qualified firm or Architect to provide professional architectural design services; and,

WHEREAS, Township advertised an RFP and reviewed the proposals received; and;

WHEREAS, the proposals were evaluated by the Township Manager and it was determined that Solutions Architecture having its principal office at 96 Pompton Ave, 2nd Floor, Verona, NJ 07044 (hereinafter “Architect”) is qualified to provide the necessary architectural design services; and,

WHEREAS, the Administration recommends retaining the Architect to perform the services in the amount not to exceed \$78,000 for calendar year 2025 without further authorization by the Township Council.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona that the Township Manager, or his designee, is authorized to execute a contract with Solutions Architecture in accordance with the attached RFP submission and subject to the following:

1. The award of this contract is subject to finalization of the contract terms.
2. Any contract amendments or change orders which may become necessary shall be subject to the Township’s ability to appropriate sufficient funds, which appropriation shall be at the sole discretion of the Township Council.
3. The Council hereby authorizes the Manager, or his designee, to execute any and all documents and take any and all actions necessary to complete and realize the intent and purpose of this resolution.

4. The Township is in receipt of the vendor's Contribution Disclosure and Stockholder Disclosure Certification.
5. Architect may be paid upon passage and certification of this resolution, and for a period of ninety (90) days thereafter, before the final execution of a contractual agreement. Said payments shall be in accordance with this resolution and the RFP as is fully delineated herein. If a finalized contract is not entered within ninety (90) days following the date of the herein resolution, all work and payments will be put on hold until the contract is finalized. The vendor shall be entitled to payment upon submission of an appropriate invoice for all work authorized and performed during the ninety (90) day period but not for any work performed thereafter until and unless the contract is finalized and fully executed by both parties.
6. The Manager, or his designee, is hereby authorized to execute an agreement as outlined herein with Solutions Architecture, 96 Pompton Ave, 2nd Floor, Verona, NJ 07044.

ROLL CALL:

AYES: Holland, McGrath, Roman, McEvoy, Tamburro

NAYS:

RESOLUTION No. 2025-015

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**APPROVING CHANGE ORDER #2 FOR CONTRACT No. 2023-07 LINN DRIVE PFAS
AND ARSENIC TREATMENT UPGRADES**

WHEREAS, Resolution No. 2024-148 for Contract 2023-07 – Linn Drive PFAS and Arsenic Treatment Upgrades to Sovereign Consulting, Robbinsville, New Jersey approved Contract Change Order No. 1; and

WHEREAS, the Township has received Contract Change No. 2 for bid quantities in the amount of +\$37,061.60; and

WHEREAS, Contract Change No. 2 is in the best interests of the Township of Verona.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona, in the County of Essex, New Jersey that Contract Change No. 2 be approved for a final contract amount of \$1,782,097.44, a +2.12% change, be approved.

BE IT FURTHER RESOLVED that the Township Manager, the Township Clerk and any other officer as may be deemed appropriate are hereby authorized to execute Contract Change No. 2 for Contract No. 2023-07 on behalf of the Township.

ROLL CALL:

AYES: Holland, McGrath, Roman, McEvoy, Tamburro

NAYS:

RESOLUTION No. 2025-016

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**AUTHORIZING THE SUBMISSION OF A LOCAL RECREATION IMPROVEMENT
GRANT (LRIG) APPLICATION FUNDED BY THE NEW JERSEY DEPARTMENT OF
COMMUNITY AFFAIRS**

WHEREAS, the Township of Verona desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$100,000 to carry out a project to improve Everett Field for the Township of Verona.

NOW, THEREFORE, BE IT RESOLVED;

1. that the Township of Verona does hereby authorize the application for such a grant; and,
2. recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and

also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Township of Verona and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

ROLL CALL:

AYES: Holland, McGrath, Roman, McEvoy, Tamburro

NAYS:

RESOLUTION No. 2025-017

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**AUTHORIZING THE EXECUTION OF AN INDEMNIFICATION AND TRUST
AGREEMENT WITH THE
NEW JERSEY INTERGOVERNMENTAL INSURANCE FUND**

WHEREAS, the Township Council of the Township of Verona (hereinafter the “Local Unit”) has determined that membership in the New Jersey Intergovernmental Insurance Fund (hereinafter the “Fund”) established pursuant to Chapter 372, Laws of 1983 (*N.J.S.A. 40A:10-36 et. seq.*), is in the best interest of the municipality.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona in the County of Essex, State of New Jersey as follows:

SECTION 1. The Township of Verona hereby agrees to continue as a member in the “Fund” for a period commencing on January 1, 2025 and terminating on December 31, 2027 for the following types of insurance coverage:

- a) Workers Compensation and Employers Liability
- b) General Liability (including Police Professional & Public Officials Liability);
- c) Motor Vehicle and Equipment Liability Coverage;
- d) Property Damage (including Building & Contents, Automobile Physical Damage, Contractors Equipment, Crime and Boiler & Machinery);
- e) Environmental Impairment Liability;
- f) Cyber Liability

SECTION 2. Local Unit agrees to enter into and abide by the terms of the Indemnity and Trust Agreement. Local Unit hereby authorizes and directs the Township Manager and the Township Clerk to execute the Indemnity and Trust Agreement and such other documents as are necessary to comply with the requirements of the Fund.

SECTION 3. The Bylaws of the New Jersey Intergovernmental Insurance Fund are hereby adopted and accepted by the Local Unit and the Local Unit hereby agrees to conduct its membership in the “Fund” according to the rights and obligations set forth therein.

SECTION 4. The Local Unit certifies that it has never defaulted on claims under a self insurance plan and that it has not had its insurance canceled for non-payment of premium for a period of at least two (2) years prior to this application.

SECTION 5. Inconsistent Resolutions. All resolutions or parts thereof that are or may be, inconsistent with provisions of this Resolution are hereby repealed to the extent of such inconsistency.

SECTION 6. Severability. If any section, paragraph, subdivision, clause or provision of this Resolution shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause or provision so adjudged and the remainder of the Resolution shall be deemed valid and effective.

ROLL CALL:

AYES: Holland, McGrath, Roman, McEvoy, Tamburro

NAYS:

RESOLUTION No. 2025-018

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**AUTHORIZING THE EXECUTION OF A SHARED SERVICE AGREEMENT
FOR THE MEDICAL TRANSPORTATION PROGRAM**

WHEREAS, the “Uniform Shared Services and Consolidation Act”, N.J.S.A. 40A:65-1 et seq. (the “Act”) authorizes local units of this State to agree with any other local unit or units to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive in its own jurisdiction; and

WHEREAS, Verona and Cedar Grove established a Medial Transportation program to assist residents who are in need of transportation to physicians, hospitals and rehabilitation centers for physiotherapy and other medical care facilities; and

WHEREAS, the goal of the program is to promote wellness through compliance with medical care requirements, promote preventative health care and to support independent living; and

WHEREAS, the program provides low-cost transportation five days per week throughout the year on a “first come, first serve” appointment basis; and

WHEREAS, Verona has taken on the administrative role of implementing the program; and

WHERAS, Cedar Grove would like to continue the service provided to Cedar Grove residents; and

WHEREAS, Verona and Cedar Grove are authorized to enter into an agreement under section 4 of P.L.2007, c.63 (C.40A:65-4) may do so by the adoption of a resolution; and

WHEREAS, a resolution for a Shared Service Agreement must clearly identify the agreement by reference and need not set forth the terms of the agreement in full; and

WHEREAS, a copy of the Shared Service Agreement must be open to public inspection at the offices of the local unit immediately after passage of a resolution to become a party to the agreement; and

WHEREAS, in the spirit and furtherance of the principles underlying the Act, Verona and Cedar Grove (collectively, the “Parties”) have negotiated this Agreement for the shared provision of Medical Transportation services; and

WHEREAS, pursuant to N.J.S.A. 40A:65-5, this Agreement will take effect upon the adoption of an appropriate Resolution by both entities authorizing the execution of this Agreement; and

WHEREAS, pursuant to N.J.S.A. 40A:65-6, Verona is designated as the primary employer of staff providing the services as outlines in this Agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Verona that the Township Manager and Municipal Clerk are hereby authorized to execute any and all documents and take any and all actions necessary to complete and realize the intent and purpose of this resolution.

ROLL CALL:

AYES: Holland, McGrath, Roman, McEvoy, Tamburro

NAYS:

RESOLUTION No. 2025-019

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

A RESOLUTION FOR NEW JERSEY TRANSIT DESIGNATING OFFICIAL BUS STOPS ON COUNTY ROAD 506 (LAKESIDE AVENUE) IN THE TOWNSHIP OF VERONA

BE IT RESOLVED, by the Township Council of the Township of Verona, County of Essex, New Jersey, that pursuant to N.J.S.A. 39-4(e), the following described locations are added as bus stops:

Added:

1. **Along Lakeside Avenue (County Road 506), northbound, on easterly side thereof at:**
 - a. Morningside Avenue – Far Side
Beginning at a northerly curb line of Morningside Avenue and extending 100 feet northerly therefrom;
2. **Along Lakeside Avenue (County Road 506), southbound, on the westerly side thereof at:**
 - a. Hillside Avenue – Far Side
Beginning at a southerly curb line of Hillside Avenue and extending 100 feet southerly therefrom;
 - b. Pease Avenue – Near Side
Beginning at a northerly curb line of Pease Avenue and extending 105 feet northerly therefrom.

BE IT FURTHER RESOLVED, that the Township Council of the Township of Verona enforce the needed traffic regulations governing the aforementioned bus stop locations and provide the necessary police security to ensure the safety of the traveling public.

ROLL CALL:

AYES: Holland, McGrath, Roman, McEvoy, Tamburro

NAYS:

RESOLUTION No. 2025-020

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

AUTHORIZING AN AGREEMENT WITH BOSWELL ENGINEERING FOR CONSTRUCTION, ENGINEERING AND INSPECTION SERVICES FOR THE IMPROVEMENTS OF THE COMMUNITY POOL

WHEREAS, improvements are needed to the Community Pool; and

WHEREAS, Boswell Engineering has submitted a proposal prepared in accordance with State guidelines, including construction engineering and inspection services; and

WHEREAS, the Township Manager has recommended that Boswell Engineering be awarded a contract to provide the services stated above.

THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona, in the County of Essex, New Jersey that Boswell Engineering is hereby awarded a contract for providing services not to exceed 19,300.00 without further authorization of the Governing Body.

BE IT FURTHER RESOLVED that the Township Manager and the Municipal Clerk are hereby authorized to enter into an agreement for the aforementioned services a copy of which shall be available for public inspection in the Office of the Municipal Clerk.

ROLL CALL:
AYES: Holland, McGrath, Roman, McEvoy, Tamburro
NAYS:

RESOLUTION No. 2025-021

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

AUTHORIZING AN AGREEMENT WITH BOSWELL ENGINEERING FOR CONSTRUCTION, ENGINEERING AND INSPECTION SERVICES FOR THE IMPROVEMENTS OF THE PICKLE BALL/TENNIS COURTS AT THE COMMUNITY POOL

WHEREAS, improvements are needed to the pickle ball and tennis courts at the Community Pool; and

WHEREAS, Boswell Engineering has submitted a proposal prepared in accordance with State guidelines, including construction engineering and inspection services; and

WHEREAS, the Township Manager has recommended that Boswell Engineering be awarded a contract to provide the services stated above.

THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona, in the County of Essex, New Jersey that Boswell Engineering is hereby awarded a contract for providing services not to exceed \$47,500.00 without further authorization of the Governing Body.

BE IT FURTHER RESOLVED that the Township Manager and the Municipal Clerk are hereby authorized to enter into an agreement for the aforementioned services a copy of which shall be available for public inspection in the Office of the Municipal Clerk.

ROLL CALL:
AYES: Holland, McGrath, Roman, McEvoy, Tamburro
NAYS:

RESOLUTION No. 2025-22

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

AUTHORIZING EXECUTION OF A GRANT AGREEMENT THE NJEDA LOCAL PROPERTY ACQUISITION GRANT PROGRAM

WHEREAS, the Township submitted an application for a grant for Acquisition for Public Use to the New Jersey Economic Development Authority Local Property Acquisition Grant program to fund a publicly accessible parking lot; and

WHEREAS, as indicated in the attached correspondence dated December 20, 2024, the Township has received a \$1,000,000 grant to purchase 46 Lakeside Avenue.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Verona as follows:

1. The Township of Verona hereby accepts the terms of conditions of the grant; and
2. The Manager is hereby authorized to sign the grant agreement on behalf of the Township of Verona; and
3. The Township Manager, or the Manager’s designee, may sign any other documents necessary in connection therewith, on behalf of the Township of Verona, and the signature will constitute acceptance of the terms and conditions on behalf of the Township; and
4. Upon receipt of the grant, the Council does further authorize the acceptance of the grant and expenditure of funds pursuant to the terms of the grant agreement.

ROLL CALL:
AYES: Holland, McGrath, Roman, McEvoy, Tamburro
NAYS:

RESOLUTION No. 2025-023

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**AUTHORIZING EXECUTION OF
2025 QUALIFIED PRIVATE COMMUNITY SERVICES AGREEMENTS**

WHEREAS, in accordance with *N.J.S.A. 40:67-23.1 et seq.*, the Township is required either to perform certain specified services on public roads and streets in the Condominium, which is a qualified private community, or to reimburse said Condominium to the extent specified in that statute for the actual costs to the Association of providing said specified services; and

WHEREAS, the Qualified Private Communities in the Township of Verona for the year 2025 are as follows:

1. The Claridges LLC (*agreement executed through 2024*)
2. Claridge House II Condominium Association (*agreement executed through 2024*)
3. Green Acres/Ardleigh Mews
4. Verona Bloomfield Association
5. 300 Claremont Avenue
6. 284 Claremont Avenue
7. Verona Invest.
8. Kimberly Gardens
9. Kathleen Gardens
10. Beacon Hill
11. Kips Ridge
12. Wedgewood Gardens
13. Commons at Verona
14. Huntington Park; and

WHEREAS, the Township wishes to enter into a Qualified Private Community Services Agreement with the Qualified Private Communities for purposes of providing reimbursement for street ice and snow removal, street lighting, solid waste collection and leaf collection where applicable at a rate not to exceed the cost that would be incurred by the municipality in providing those services directly.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona, County of Essex, New Jersey that the Township is hereby authorized to enter into 2025 Qualified Private Community Service Agreements with all the Qualified Private Communities for the purpose providing reimbursement for street ice and snow removal, street lighting, solid waste collection and leaf collection where applicable at a rate not to exceed the cost that would be incurred by the municipality in providing those services directly.

BE IT FURTHER RESOLVED that the Township Manager and the Township Clerk are hereby authorized to execute said agreements on behalf of the Township of Verona to effectuate same.

ROLL CALL:
AYES: Holland, McGrath, Roman, McEvoy, Tamburro
NAYS:

RESOLUTION No. 2025-024

A motion was made by Mayor Tamburro; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICE CONTRACT
WITH BROWN & BROWN METRO, LLC**

WHEREAS, the Township of Verona requires the performance of Risk Management Services; and

WHEREAS, the Township of Verona, solicited receipt of competitive proposals through a Request for Proposal process (RFP)”; and

WHEREAS, a proposal was received in accordance with the duly published RFP from Brown & Brown Metro, LLC; and

WHEREAS, the Township is in receipt of the vendor’s Contribution Disclosure and Stockholder Disclosure Certification; and

WHEREAS, the cost for said professional services shall not exceed \$17,500 without consent of the Township Council.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona, County of Essex and the State of New Jersey that the Township Manager and Municipal Clerk are hereby authorized to execute a contract, in a form subject to the approval of the Township Attorney, with Brown & Brown Metro, LLC, 75 Livingston Avenue, Roseland, New Jersey 07068 for Risk Management Services, as detailed in their submitted proposal for 2025 services.

BE IT FURTHER RESOLVED, this expenditure shall be charged to any account deemed appropriate by the Chief Financial Officer or their designee, and the availability of funds have been contingently certified by the Chief Financial Officer of the Township pending approval of the 2025 Budget.

BE IT FUTHER RESOLVED that the Township Manager and the Municipal Clerk are hereby authorized to enter into an agreement for the aforementioned services a copy of which shall be available for public inspection in the Office of the Municipal Clerk.

ROLL CALL:

AYES: Holland, Roman, McEvoy

NAYS:

ABSTAIN: Tamburro

RECUSE: McGrath

New Business:

The Council discusses business certificate of liability insurance certification fees and tables the discussion. There is a discussion to amend Chapter 5 of the Township Code to fix the Annual organization date and time. There is also a discussion on 2025 pool fees. It is determined follow up discussions are needed.


Public Comment:


Rob McGuire, President, Local PBA #72
Paul Petrangeli, Verona, New Jersey
Corey Schor, Verona, New Jersey
Kevin Ryan, Verona, New Jersey

Council goes into Executive Session at 8:52 p.m. and returns at 9:38 p.m. A motion to adjourn at 9:39 p.m. is made by Councilman Roman; seconded by Councilwoman McGrath. Vote: 5 ayes.

The next meeting is January 20, 2025.

Respectfully submitted,


Jennifer Kiernan, Municipal Clerk


Christopher Tamburro, Mayor

APPROVED: January 20, 2025