

MEETING TO ORDER

The annual reorganization meeting was called to order by James Freda at 6:30 p.m. on Thursday, January 6, 2025.

After a moment of silence to remember the many men and women serving in our armed forces, there was a salute to the flag. The Borough Clerk read the Open Public Meetings Act Statement that adequate notice of this meeting was advertised in the December 2024 edition of the Trends and was provided to the Star Ledger, Daily Record and North Jersey Herald News in December 2024. A notice of this meeting was also posted on the municipal building bulletin board, filed with the Borough Clerk and provided to those persons or entities requesting notification.

OATHS OF OFFICE ADMINISTERED

Mayor J. Freda asked Robert Lewis to come forward and was administered the oath of office of Councilman.

Mayor J. Freda asked Ronald Reckler to come forward and was administered the oath of office of Councilman.

ROLL CALL

The roll was called and present and answering were:

Roll Call:	Councilman R. Lewis, Yes;	Councilman V. A. Chirido, Yes;
	Councilman E. Harriz, Yes;	Councilman S. Mabey, Yes.
	Councilman R. Reckler, Yes;	Councilman C. Frank, Yes

ADMINISTRATION OF OATHS FOR 2025 FIRE CHIEFS

Mayor J. Freda administer the oath of office to Andrew Heilmann Kinnelon Fire Chief.

Mayor Freda administer the oath of office to Thomas Stearn 1st Assistant Chief.

HEARING FROM THE PUBLIC

Mayor Freda asked if anyone from the public wished to be heard, to please step forward.

445 Peppertree Lane thanked the Mayor and Council for what they did for the Kinnelon Fire Department last year.

5 Kakeout Road, also thanked the Mayor and Council for what was accomplished last year for the fire company and is looking forward to 2025.

Mayor Freda asked if anyone else would like to come forward, Hearing none, Mayor Freda closed this portion of the meeting.

RESOLUTION 1.01.05- ELECTION OF COUNCIL PRESIDENT

Mayor Freda asked the governing body for nominations for Council President for the year 2025.

Councilman Anthony Chirido offered the name of Councilman Eric Harriz for Council President. This motion was seconded by Councilman Ronald Reckler.

Mayor James Freda asked for a roll call.

Roll Call:	Councilman R. Lewis, Yes;	Councilman V. A. Chirido, Yes;
	Councilman E. Harriz, Yes;	Councilman S. Mabey, Yes.
	Councilman R. Reckler, Yes;	Councilman C. Frank, Yes

COUNCIL COMMITTEES APPOINTMENTS

RESOLUTION 1.02.25 2025– COUNCIL COMMITTEES

FINANCE:	<u>CHIRDO, MABEY, LEWIS</u>
ORDINANCE:	<u>HARRIZ, CHIRDO, FRANK</u>
PERSONNEL:	<u>FRANK, MABEY, LEWIS</u>
PUBLIC SAFETY:	<u>CHIRDO, HARRIZ, RECKLER</u>
PUBLIC WORKS/ UTILITIES:	<u>MABEY, CHIRDO, HARRIZ</u>
RECREATION/ OPEN SPACE:	<u>LEWIS, MABEY, RECKLER</u>
COORDINATING:	<u>RECKLER, FRANK, LEWIS</u>
TECHNOLOGY:	<u>TBD</u>

Motion to Confirm Mayor’s Appointments:

Motion: Councilperson Anthony Chirido

Second: Councilperson Sean Mabey.

The roll was called and present and answering were:

Roll Call:	Councilman R. Lewis, Yes;	Councilman V. A. Chirido, Yes;
	Councilman E. Harriz, Yes;	Councilman S. Mabey, Yes.
	Councilman R. Reckler, Yes;	Councilman C. Frank, Yes

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**RESOLUTION 1.03.25 - COUNCIL PLANNING BOARD REPRESENTATIVE
CLASS III MEMBER (1 YEAR)**

Councilman Sean Mabey made a motion to appoint Councilman Anthony Chirido as the Planning Board Representative.

Motion: Councilperson Sean Mabey
Second: Councilperson Eric Harriz

Roll Call: Councilman R. Lewis, Yes; Councilman V. A. Chirido, Yes;
Councilman E. Harriz, Yes; Councilman S. Mabey, Yes.
Councilman R. Reckler, Yes; Councilman C. Frank, Yes

**ANNUAL APPOINTMENTS AND DESIGNATIONS TO VARIOUS
MUNICIPAL OFFICES, BOARDS AND COMMISSIONS: Resolution 1.04.2025**

**RESOLUTION 1.04.25
2025 APPOINTMENTS**

TERM EXPIRATION

ACTING CERTIFIED MUNICIPAL FINANCIAL OFFICER JENNIFER STILLMAN	12/31/25
ASSISTANT CFO CLERK ROBERT BENECKE	12/31/25
BUSINESS ADMINISTRATOR CRAIG AMBROSIO	12/31/25
QUALIFIED PURCHASING AGENT THOMAS CARROLL	12/31/25
TREASURER (1 YEAR) JENNIFER STILLMAN	12/31/25
MUNICIPAL IMPROVEMENT SEARCH OFFICER & SUB-DIVISION SEARCH OFFICER (1 YEAR) KAREN M. IUELE, RMC	12/31/25
PUBLIC AGENCY COMPLIANCE OFFICER (1 YEAR) KAREN M. IUELE, RMC	12/31/25
TAX SEARCH OFFICER (1 YEAR) JUDITH O'BRIEN	12/31/25
MUNICIPAL AUDITOR (1 YEAR) LERCH, VINCI & BLISS LLP	12/31/25

JANUARY 6, 2025

MUNICIPAL COURT ADMINISTRATOR (1 YEAR) DARA TANZOLA	12/31/25
DEPUTY COURT CLERK (1 YEAR) PAT FICHNER	12/31/25
BOROUGH ATTORNEY (1 YEAR) BRIAN GIBLIN ESQ.	12/31/25
LABOR ATTORNEY (1 YEAR) SEAN DIAS, ESQ	12/31/25
SPECIAL LABOR COUNSEL ANTHONY S. BOCCHI, ESQ	12/31/25
BOROUGH BOND COUNCIL (1 YEAR) HAWKINS, DELAFIELD & WOOD LLP	12/31/25
MUNICIPAL PROSECUTOR (1 YEAR) CHRIS DILORENZO, ESQ	12/31/25
PUBLIC DEFENDER (1 YEAR) DAVID A. AMADIO	12/31/25
MUNICIPAL PLANNER (1 YEAR) JESSICA CALDWELL	12/31/25
DARMOFALSKI ENGINEERING ASSOCIATES INC. THOMAS A. BOORADY, P.E., C.M.E.	12/31/25
CLASS III SPECIAL POLICE OFFICER (1 YEAR) MARK WEST STEVEN CAPUTO RUSSELL CURVING JAMES SMITH	12/31/25 12/31/25 12/31/25 12/31/25
SCHOOL CROSSING GUARDS (1 YEAR) TONI RAGO CHARLENE PELLINGTON GLORIA KERSTNER SARA PARMER	12/31/25 12/31/25 12/31/25 12/31/25
POLICE MATRON (1 YEAR) NANCY HEYKOOP, GAIL BRESETT, KRISTIN MERKER	12/31/25
TAX MAP & SURVEYING (1 YEAR) DMC ASSOCIATES	12/31/25
CONSULTING ENGINEERING FOR BOROUGH, WATER & WASTEWATER NEGLIA ENGINEERING	12/31/25
WATER & WASTEWATER OPERATOR (1 YEAR) DE BLOCK ENVIRONMENTAL SERVICES, LLC	12/31/25
CERTIFIED PUBLIC WORKS SUPERINTENDANT JOSEPH NIOSI	12/31/25

CERTIFIED RECYCLING COORDINATOR (1 YEAR) JOSEPH NIOSI	12/31/25
CERTIFIED RECYCLING PROFESSIONAL (1 YEAR) JOSEPH NIOSI	12/31/25
CLEAN COMMUNITY COORDINATOR (1 YEAR) JOSEPH NIOSI	12/31/25
RIGHT TO KNOW COORDINATOR (1 YEAR) JENNIFER ALIMURAT	12/31/25
OFFICE OF EMERGENCY MANAGEMENT COORDINATOR RONALD RECKLER	12/31/27
LOCAL EMERGENCY MANAGEMENT PLANNING COUNCIL (1 YEAR) JAMES J. FREDA, MAYOR	12/31/26
RONALD RECKLER, EMC	12/31/25
JEFFERY BRESSETT, DEPUTY OEM REPRESENTATIVE	12/31/25
JOSEPH NAPOLETANO, CHIEF OF POLICE/DEPUTY EMC	12/31/25
DAVID MANGO, SUPERINTENDENT OF SCHOOLS	12/31/25
VINCENT SHIVAS, SCHOOLS REPRESENTATIVE	12/31/25
JENNIFER ALIMURAT, SECRETARY	12/31/25
JOSEPH NIOSI, PUBLIC WORKS MANAGER	12/31/25
JOHN FUTCHER, FIRST AID REPRESENTATIVE	12/31/25
REV. BEVERLY SULLIVANT, COMMUNITY REPRESENTATIVE	12/31/25
ANDREW HEILMANN, FIRE CHIEF	12/31/25
THOMAS CANTISANO, CONTRACTED HEALTH OFFICER	12/31/25
GAIL BRESSETT, REPRESENTATIVE FROM FIRE COMPANY	12/31/25
ZONING OFFICIAL (1 YEAR) MARK THOMAS	12/31/25
PLANNING BOARD	12/31/25
THOMAS SCHNEIDER	12/31/27
JESSICA ZELENAK – SOSCA CLASS IV	12/31/26
TIM LOCKWOOD	12/31/24
ALEX MERLUCCI	12/31/27
WILLIAM BOSWELL- ALT#1	12/31/26
BOARD OF ADJUSTMENT GENE PASSALACQUA	12/31/28
RONALD MONDELLO ALT #1	12/31/26
OLGA GILHOOLEY ALT #2	12/31/26
RECREATION COMMITTEE EVEN SWALLING	12/31/27
ADRIANNE FERRETTI	12/31/27
AMANDO MANNA	12/31/27
SUSTAINABILITY & OPEN SPACE ADVISORY COMMITTEE STEVE SPINELLI	12/31/27
JESSICA ZELENAK	12/31/27
MADLINE FLORIO	12/31/27
KAREN IUELE, SECRETARY	12/31/25

PUBLIC ASSISTANCE DIRECTOR KAREN IUELE	12/31/28
BOARD OF HEALTH JEFFERY BRESETT FRED SCHILLETT MIKE DECLARIO	12/31/27 12/31/27 12/31/27
BOARD OF HEALTH SECTARY (PEQUANNOCK) KAREN IUELE	12/31/25
LOCAL ASSISTANCE BOARD JAMES FRED (WITH TERM) JOSEPH NIOSI KAREN IUELE (RMC) CHIEF JOSEPH NAPOLETANO COUNCILMAN ROBERT LEWIS (WITH TERM)	12/31/26 12/31/28 12/31/28 12/31/28 12/31/28
LOCAL HISTORIAN THOMAS KLINE	12/31/25
HISTORICAL COMMITTEE LAURA OLSTEIN PATRICIA DREW SHRAGIN SCOTT KRUGEN (SOSAC)	12/31/27 12/31/27 12/31/25
KINNELON BOROUGH FORESTER JOHN LINSON	12/31/25
KINNELON VOLUNTEER FIRE COMPANY (1 YEAR) FIRE CHAPLAIN: REV. BEVERLY SULLIVANT	12/31/25
KINNELON ALLIANCE COMMITTEE (K-CARES) JOSEPH NAPOLETANO DAVID MANGO – SUPERINDENT OF SCHOOLS REV. BEVELY SULLIVANT NEVIN OKAY ROBERT JONES NATALIE KOUTSOKOUMNIS	12/31/27 12/31/27 12/31/27 12/31/27 12/31/27 12/31/27
FIRE SURGEON: (1 YEAR) DR. FRANK KIELAR	12/31/25
KINNELON DIAL-A-RIDE REPRESENTATIVE (1 YEAR) CRAIG AMBROSIO	12/31/25
REPRESENTATIVE TO MORRIS COUNTY MUNICIPAL JOINT INS. FUND CRAIG AMBROSIO ALT: MAYOR JAMES J. FREDA	12/31/25
SAFTEY COORDINATOR M.C.J.I.F. JOSEPH NIOSI	12/31/25

RESOLUTION 1.05.25 TEMPORARY BUDGET:

WHEREAS, the Local Budget Law, N.J.S.A. 40A:4-1 et seq., provides that until the official annual budget for the budget year is adopted, a temporary budget not exceeding 26.25% of the total of all appropriations of the preceding year's budget, excluding appropriations for debt service, capital improvement fund, and public assistance must be adopted covering the first quarter of the fiscal year; and

WHEREAS, N.J.S.A. 40A:4-1 et seq. further provides that the governing body of a municipality must adopt by resolution, within the first thirty (30) days for the fiscal year, a temporary budget; and

WHEREAS, the total appropriations for the 2024 Borough of Kinnelon Annual Budget, exclusive of any appropriations for debt service, capital improvements, and public assistance is \$15,692,047; and

WHEREAS, 26.25% of total appropriations for the 2024 Annual Budget, exclusive of any appropriations for debt service, capital improvements, and public assistance is \$4,119,162 and thus, shall be the maximum amount of the 2025 Borough of Kinnelon Temporary Budget.

BE IT RESOLVED that the Introduced Official Budget shall serve as the Temporary Budget; if, pursuant to N.J.S.A. 40A:4-19.1, the Director of the Division of Local Government Services extends the budget dates pursuant to N.J.S.A. 40A:4-5.1, then the introduced official budget shall serve as the temporary budget, until the annual budget is adopted.

BE IT FURTHER RESOLVED that the scheduled payments for Debt Service are hereby approved pursuant to the payment schedules maintained in the Finance Department.

BE IT FURTHER RESOLVED that the water utility and sewer utility appropriations and expenses are hereby approved.

BE IT FURTHER RESOLVED that 26.25 percent of the total appropriations in the 2024 Budget less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in the said 2024 Budget is as follows:

General	\$ 4,119,162.39
Water Utility	\$ 142,696.57
Sewer Utility	\$ 131,696.25

BE IT FURTHER RESOLVED that the following temporary appropriation are hereby made for 2024 and for debt service:

General	\$ 4,119,162.39
Water Utility	\$ 142,696.57
Sewer Utility	\$ 131,696.25

Dated: January 6, 2025


Karen M. Iuele, RMC, Borough Clerk

RESOLUTION 1.06.25 DELINQUENT TAXES AND WATER AND SEWER UTILITIES

BE IT RESOLVED by the Governing Body of the Borough of Kinnelon that the rate of interest charged on delinquent taxes in the Borough of Kinnelon shall be as follows:

“On all delinquents to and including December 31, 2024, at the rate or rates heretofore governing, and on all delinquents on and after January 1, 2024, at the rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any account in excess of \$1,500.00.

BE IT FURTHER RESOLVED that the Collector of Taxes be and she is hereby directed to collect interest on all taxes accordingly; provided, however, that small items of interest may be waived during the first ten (10) days of the current quarterly tax period.

WHEREAS, taxes are payable in quarterly installments on February 1, May 1, August 1 and November 1 in each year and installments become delinquent if not paid on or before these dates; and

WHEREAS, New Jersey State Statute N.J.S.A. 54:4-67 has been amended to define the new tax delinquency;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Kinnelon, that the interest to be charged a delinquent taxpayer for the non-payment of real property taxes shall be an additional penalty of six percent (6%) of the amount of delinquency in excess of \$10,000 at the end of a calendar year;

BE IT FURTHER RESOLVED that this delinquency now is to be calculated on the sum of all taxes from year to year and not to be calculated on an individual yearly basis.

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RESOLUTION 1.07.25 CANCELLATION OF CERTAIN TAX REFUNDS AND/OR DELINQUENCIES

WHEREAS, the Governing Body (“Governing Body”) of the Borough of Kinnelon (“Borough”) finds and declares that N.J.S.A. 40A:5-17.1 empowers authorized municipal employees to process the cancellation of tax refunds and/or delinquencies of less than ten dollars (\$10.00) in amount without further action of the Governing Body; and

WHEREAS, the Governing Body further finds and declares that Municipal Tax Collector is qualified to process the cancellation of tax refunds and/or delinquencies of less than \$10.00 in amount in accordance with N.J.S.A. 40A:5-17.1; and

WHEREAS, the Governing Body further finds and declares that it is in the best interests of the citizens of the Borough for the Municipal Tax Collector to be authorized to process the cancellation of tax refunds or delinquencies of less than \$10.00 in amount in accordance with N.J.S.A. 40A:5-17.1;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Kinnelon that Municipal Tax Collector be and is hereby authorized to process

the cancellation of tax refunds or delinquencies of less than \$10.00 in amount during calendar year 2024 in accordance with N.J.S.A. 40A:5-17.1.

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RESOLUTION 1.08.25 CASH MANAGEMENT PLAN

PURPOSE:

It is in the best interest of the Borough of Kinnelon to earn additional revenue through the investment and prudent management of its cash receipts. Public Law 1983, Chapter 8, approved January 18, 1983, is an Act concerning the Local Fiscal Affairs Law and amends N.J.S.A. 40A:5-2 and N.J.S.A. 40A:5-14 and this law, requires that each local unit shall adopt a cash management plan.

The following shall constitute the Cash Management Plan for the Borough of Kinnelon, which shall deposit and manage its funds pursuant to this Plan.

DEFINITIONS:

1. Treasurer shall mean the Treasurer of the Borough of Kinnelon.
2. Fiscal Year shall mean the twelve-month period ending December thirty-one.
3. Cash Management Plan shall mean that plan as approved by resolution by the Governing Body of the Borough of Kinnelon as follows:

**AUTHORIZING THE ACCEPTANCE AND
ADOPTION OF A CASH MANAGEMENT
PLAN FOR THE BOROUGH OF KINNELON**

WHEREAS, in accordance with Public Laws 1983, Chapter 8, approved on January 18, 1983, is an Act concerning the Local Fiscal Affairs Law and amends N.J.S.A. 40A:5-2 and N.J.S.A. 40A:5-14 requiring each local unit adopt a cash management plan; and

WHEREAS, in keeping with said law, the Borough of Kinnelon Governing Body desires to adopt and accept their own Cash Management Plan; and

DESIGNATION OF DEPOSITORIES:

1. At least once each fiscal year at its organization meeting, the Governing Body shall by resolution, designate the depositories for the Borough 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:5-14.

AUTHORITY TO INVEST:

1. The Governing Body, at its Organization meeting shall pass a resolution designating the Borough's official(s) who shall make and be responsible for municipal deposits and investments.

INVESTMENT INSTRUMENT:

1. The Treasurer shall report all investments in accordance with N.J.S.A. 40a:5-15.2.
2. At a minimum, the 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 Borough's cash in its bank accounts.
 - c. Report investments to the Governing Body at regularly scheduled meetings.
 - d. Report monthly to the Governing Body as to the status of cash balances in bank accounts, revenue collection, interest rates earned.

CASH FLOW:

1. The CMFO shall ensure that the Borough's accounting system provides regular information concerning the Borough's cash position and investment performance.
2. All moneys shall be turned over to the Treasurer and deposited in accordance with N.J.S.A. 40A:5-15.
3. The CMFO is authorized and directed to invest surplus funds of the Borough as the availability of the funds permit. In addition, it shall be the responsibility of the CMFO to minimize the possibility of idle cash by depositing the Borough's moneys in interest bearing accounts wherever practical and in the best interest of the Borough of Kinnelon.

NOW, THEREFORE, BE IT RESOLVED by the Kinnelon Mayor and Council the above Cash Management Plan be hereby adopted and shall, by resolution, be adopted each year at the annual reorganization meeting.

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RESOLUTION 1.09.25 DEPOSITORIES

WHEREAS, N.J.S.A. 40A: 5-14 provides that the Governing Body shall, by resolution, designate a depository or depositories for its money a bank or trust company having its place of business in the State and organized under the laws of the United States or this State; and

WHEREAS, N.J.S.A. 17:12B-241 (Chapter 144 P.L. 1963) provides that the Governing Body may invest funds in any federally insured association; and

WHEREAS, N.J.S.A. 40A: 4-63 provides that monies held in any separate fund shall be treated as monies held in trust and no banking institution accepting these monies shall divert them to any other purpose;

NOW, THEREFORE, BE IT RESOLVED that the following institutions shall serve as depositories for the following Borough of Kinnelon funds; and the Custodian shall be Jennifer Stillman, Treasurer:

Columbia Bank
Provident Bank
Valley Bank

Funds: Current, General Accounts (Accounts Payable), Dog Tax, Capital, Water Capital, Water Utility, Sewer Utility, Public Assistance Trust, Recreation Special Account, Planning Board Inspection Fee Escrow, Developer's Performance and Maintenance Bond Trust, Clerk's Special Deposit, Payroll, Historical Trust Fund, Special Fortified Assets Law Enforcement, Uniform Fire Safety Account, Alliance on Alcoholism & Drug Abuse (KAMELOT), Recycling Fund and Police Escrow, Parking Offense Adjudication Acct (POAA), Open Space, Accumulated Absence, Community Police Donations, Snow Removal Cost Fund, Municipal Court Bail, Municipal Court Magistrate, Public Defender, Planning Board Inspection I, Tax Sale Premiums, Flexible Spending & K-Fest.

RESOLVED that the Provident Bank, be authorized to continue the existing payroll accounts known as "Kinnelon Borough – Payroll Account".

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RESOLUTION 1.10.25 AUTHORIZATION OF PAYMENT SIGNATORIES FOR 2025

BE IT FURTHER RESOLVED that all disbursements, direct deposits and checks shall be signed and/or authorized by:

James J. Freda, Mayor
Karen M. Iuele, Municipal Clerk
Jennifer Stillman, Acting CMFO & Treasurer

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RESOLUTION 1.11.25 MUNICIPAL COURT

RESOLVED that the Judge of the Municipal Court and/or Court Administrator be authorized and they are hereby directed to deposit all fines and costs collected in the Municipal Court to the credit of the Borough of Kinnelon Municipal Court Account and all bail money collected to the credit of the Borough of Kinnelon Municipal Court Bail Account, c/o Andrew Wubbenhorst, Judge, at the Lakeland Bank, Butler, New Jersey; and

BE IT FURTHER RESOLVED that Andrew Wubbenhorst, Judge of the Municipal Court, or Dara Tanzola, Court Administrator, be authorized to sign all checks and drafts of said Borough drawn on the Lakeland Bank, on the aforementioned accounts for the year 2025, in accordance with the signature cards on file in said bank.

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RESOLUTION 1.12.25 ESTABLISH 2025 MONTHLY WORKSHOP AND MEETING DATES

RESOLVED that the Kinnelon Borough Governing Body shall meet on the second Thursday of every month during 2025 at 7:00 p.m. prevailing time in the Kinnelon Municipal Building to conduct "workshop" or "agenda" meetings. Regular meetings shall be held the third Thursday of each and every month at 7:00 p.m. during the year of 2025 where action may or may not be taken.

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RESOLUTION 1.13.25 ESTABLISH FEE FOR MEETING NOTIFICATION

RESOLVED that the sum of \$5.00 be fixed as the fee for calendar year 2025 to be paid in advance by those people or organizations wishing to be notified of any and all meetings of the Governing Body other than the regular monthly meetings and scheduled workshop meetings.

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RESOLUTION 1.14.25 APPOINTMENT OF CERTIFYING OFFICER AND SUPERVISING CERTIFYING OFFICER

RESOLVED that the Acting Certified Municipal Financial Officer, Jennifer Stillman, serve as Kinnelon Borough Certifying Officer. Jennifer Stillman to the Public Employees Retirement System of New Jersey and the Police and Firemen’s Retirement System of New Jersey for the year 2025.

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RESOLUTION 1.15.25 ESTABLISHMENT OF PAYROLL WAGE PAYMENTS

RESOLVED that all wages be paid bi-weekly to all salaried and hourly rated employees.

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RESOLUTION 1.16.25 ESTABLISH \$100 CHANGE FUND FOR TAX COLLECTOR

RESOLVED that the \$100.00 change fund established for the use of the Tax Collector, be continued for the year 2025.

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RESOLUTION 1.17.25 ESTABLISH \$200 CHANGE FUND FOR MUNICIPAL COURT ADMINISTRATOR

RESOLVED that a \$200.00 change fund established for the use of the Court Administrator be continued for the year 2025.

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RESOLUTION 1.18.25 ESTABLISH \$200 CHANGE FUND FOR POLICE DEPARTMENT

RESOLVED that a \$200.00 change fund established for the use of the Police Department be continued for the year 2025.

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RESOLUTION 1.19.25 ESTABLISH \$30 CHANGE FUND FOR PUBLIC WORKS DEPARTMENT

RESOLVED that a \$30.00 change fund established for the use of the Department of Public Works be continued for the year 2025.

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RESOLUTION 1.20.25 ESTABLISH \$200 PETTY CASH FUND FOR TREASURER

RESOLVED that the \$200.00 petty cash fund established for the use of the Treasurer office, be continued for the year 2025.

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RESOLUTION 1.21.25 ESTABLISH \$100.00 CHANGE FUND FOR UTILITY

RESOLVED that a \$100 change fund established for the use of the Utility Fund be continued for the year 2025.

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RESOLUTION 1.22.25 ESTABLISH \$200 CHANGE FUND FOR TREASURER

RESOLVED that the \$200.00 change fund established for the use of the Clerk's office, be continued for the year 2025.

RESOLUTION 1.23.25 CELL PHONE REIMBURSEMENT

RESOLVED that the base rate and toll call charges for Borough business only, involving the cell phones of Certified Public Works Manager and Joseph Niosi, Working Foreman, Police Chief Joseph Napoletano, Police Captain, Police Lieutenant, Business Administrator, Borough Clerk, Recreation Director and Assistance, Certified Municipal Finance Officer to be paid by the Borough of Kinnelon for the year 2025.

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RESOLUTION 1.24.25 DESIGNATE MUNICIPAL NEWSPAPERS

RESOLVED that the Trends, North Jersey Herald & News, The Record, Star Ledger and the Morris County Daily Record be designated as the official legal media of advertising for any and all Borough matters, the last four to be used at the discretion of the Mayor and Council.

**RESOLUTION 1.25.25 AUTHORIZE GROUP LIFE INS. FOR KINNELON
VOLUNTEER FIRE COMPANY MEMBERS IN AMOUNT OF \$10,000 EACH FOR THE
YEAR 2025**

RESOLVED that all members of the Kinnelon Volunteer Fire Company be covered by group life insurance in accordance with N.J.R.S. 40:47-30.1 in the amount of \$10,000 each for the year 2025.

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RESOLUTION 1.26.25 - RISK MANAGEMENT

WHEREAS, the Borough of Kinnelon has resolved to join the Morris County Municipal Joint Insurance Fund, following a detailed analysis; and

WHEREAS, the bylaws of said Funds require that each Governing Body appoint a Risk Management Consultant to perform various professional services as detailed in the bylaws; and

WHEREAS, the Board of Fund Commissioners established a fee equal to five percent (5%) of the Municipal Assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Governing Body; and

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical;

NOW, THEREFORE BE IT RESOLVED, the Borough of Kinnelon does hereby appoint PIA as its Risk Management Consultant for Fund Year 2025, in accordance with the Fund's bylaws; and

BE IT FURTHER RESOLVED, that PIA has offered to perform these services for an annual fee of five percent (5%) of the Municipal assessment; and

BE IT FURTHER RESOLVED, that the Governing Body is hereby authorized and directed to execute a Risk Management Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1) (a) (i).

I, Karen M. Iuele, Municipal Clerk of the Borough of Kinnelon state that this is a true resolution adopted at the Borough of Kinnelon Reorganization meeting, held on January 6, 2025.



2025

Karen M. Iuele, RMC
Municipal Clerk

Dated: January 6,

RESOLUTION 1.27.25

**A RESOLUTION TO AFFIRM THE BOROUGH OF
KINNEON CIVIL RIGHTS POLICY WITH RESPECT
TO ALL OFFICIAL APPOINTEES, EMPLOYEES,
PROSPECTIVE EMPLOYEES, VOLUNTERS,
INDEPENDENT CONTRACTORS AND MEMBERS
OF THE PUBLIC THAT COME INTO CONTACT
WITH MUNICIPAL EMPLOYEES, OFFICIALS AND
VOLUNTEERS**

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

WHEREAS, the governing body of the Borough of Kinnelon has determined that certain procedures need to be established to accomplish this policy

NOW, THEREFORE BE IT ADOPTED by the Borough of Kinnelon that:

Section 1: No official, employee, appointee or volunteer of the borough by whatever title know,

or any entity that is in any way a part of the borough shall engage, either directly or indirectly in

any act including the failure to act that constitutes discrimination, harassment or a violation of

any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the borough business or using the facilities or property of the borough.

Section 2: The prohibitions and requirements of this resolution shall extend to any person or entity,

including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the borough to provide services that otherwise could be performed by the borough.

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

Section 4: The Mayor shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution.

Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

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

Section 6: The Mayor shall establish written procedures that require all officials, employees, appointed and volunteers of the borough as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

Section 7: The Mayor shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

Section 8: At least annually, the Mayor shall cause a summary of this resolution and the procedures established pursuant to this resolution to communicate within the Borough. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the Borough's web site.

Section 9: This resolution shall take effect immediately.

Section 10: A Copy of this resolution shall be published in the official newspaper of the Borough's in order for the public to be made aware of this policy and the Boroughs commitment to the implementation and enforcement of this policy.

CERTIFICATION

I, Karen M. Luele, Borough Clerk, do hereby certify this to be a true copy of a resolution duly adopted at the regular meeting of the Kinnelon Mayor and Council held on January 6, 2025.

Dated: January 6, 2025



Karen M. Luele, Borough Clerk

January 6, 2025

RESOLUTION:01.28.25

BOROUGH OF KINNELON SALARY
RESOLUTION FOR 2025

BE IT RESOLVED that the salaries for various employees of the borough of Kinnelon for the year 2025 are established as follows, effective January 1, 2025

NAME	2025	Title
Ambrosio, Craig	\$138,713	Borough Administrator
Benecke, Robert	\$15,000	Assistant Finance Clerk
Carroll, Thomas	\$12,000	QPA
Cifelli, Nicholas	\$172,325	Captain
Hill, Carlyn	\$45,760	Confidential Assistant
Iuele, Karen	\$114,118	Borough Clerk
Lauver, Chris	\$40,272	Tax Assessor
Mucci, Christopher	\$161,000	Lieutenant
Napoletano, Joseph	\$186,003	Chief
Niosi, Joseph	\$119,600	Superintendent
O'Brien, Judy	\$36,189	Tax Collector
Schuckers, Melanie	\$90,980	Recreation Director
Shortway, Douglas	\$161,000	Lieutenant
Stillman, Jennifer	\$112,578	CFO
Struble, Brian	\$90,915	Assistant Foreman
Tanzola, Dara	\$78,542	Court Clerk
Thomas, Mark	\$18,205	Zoning
Wubbenhorst, Andrew	\$34,960	Judge
Alimurat, Jennifer	\$68,949	DPW Secretary
Bresett, Gail	\$54,967	Assistant Clerk/Head Dispatcher
Gakos, Laura	\$51,052	Accounts Payable
Haid, Ellen	\$54,850	Payroll
Irwin, Leigh	\$51,083	Tax Utility Collector
Tartarilla, Barbara	\$52,670	Police Records Admin
Adair, Sean	\$54,475.20	Maintainer + CDL-eff 11/25/2025 \$57,990.40
Bauer, John	\$53,435.20	Maintainer
Bepler, Daniel	\$53,435.20	Maintainer
DiLaura, Dean	\$73,377.41	Maintainer + CDL
Groff, William	\$53,435.20	Maintainer
Olsen, Derek	\$61,630.40	Maintainer + CDL -eff 12/05/2025 \$65,166.40
Pena, Hansel	\$64,126.40	Mechanic/Maintainer-eff/1/09/2025 \$66,691.45
Ploch, Paul	\$54,475.20	Maintainer + CDL
Spellmon, Daniel	\$67,558.40	Maintainer + CDL
Stala, Leszek	\$71,992.96	Maintainer + CDL
Vanacore, Santino	\$49,899.20	Maintainer
Vigneri, Todd	\$76,146.30	Maintainer + CDL

Calabro, Angelo	\$68,370.64	Patrol Officer- eff 12/01/25 \$75,935.60
Conte, Skyler	\$68,370.64	Patrol Officer- eff 11/01/25 \$75,935.60
Economou, James	\$155,693.20	Sergeant
Ehrenburg, Mark	\$155,693.20	Sergeant
Ferriola, Ricky	\$155,693.20	Sergeant
Jonker, Daniel	\$75,935.60	Patrol Officer - eff 05/01/25 \$86,808.80
Kelly, Keith	\$143,487.76	Sr. Patrol Officer
Koval, David	\$118,369.00	Patrol Officer-eff 01/15/25
Mc Donnell, Patrick	\$149,590.48	Detective
Patalita, Sean	\$155,693.20	Sergeant
Solari, Matthew	\$143,487.76	Sr. Patrol Officer
Van Dyke, Tyler	\$75,935.60	Patrol Officer - eff 05/01/25 \$86,808.80
	Hourly	
Demeri, Taryn	\$21.50	Dispatcher
Heykoop, Nancy	\$24.50	Dispatcher
Longkaker, Gretchen	\$20.00	Dispatcher-eff 03/03/25 \$20.50, 09/03/25 \$21.50
Merker, Kristin	\$22.50	Dispatcher
Morales, Erik Jesus	\$20.00	Dispatcher-eff 03/06/25 \$20.50, 09/06/25 \$21.50
Moore, William	\$21.50	Dispatcher
Moscatello, Michael	\$20.50	Dispatcher-eff 02/04/2025 \$21.50
Palatucci, Ernest	\$22.50	Dispatcher
Caputo, Steven	\$37.50	Class III Officer
Curving, Russell	\$37.50	Class III Officer
Smith, James	\$37.50	Class III Officer
West, Mark	\$37.50	Class III Officer
Kerstner, Gloria	\$21.08	Crossing Guard
Parmer, Sara	\$21.08	Crossing Guard
Pellington, Charlene	\$21.08	Crossing Guard Substitute
Rago, Toni	\$21.08	Crossing Guard Substitute
McCoy, Steven	\$17.02	Recycling
Radimer, William	\$17.02	Recycling
Zaccagnino, Michael	\$16.38	Museum Docent
Doty, David	\$23.00	Recreation Coordinator
Mayor and Council		
Freda, James	\$7,500	
Chirido, Anthony	\$2,000	
Frank, Cynthia	\$2,000	
Harriz, Jonathan Eric	\$2,000	
Lewis, Robert	\$2,000	
Mabey, Sean	\$2,000	
Reckler, Ronald	\$2,000	

BE IT RESOLVED that the salaries for various employees of the Borough of Kinnelon for the year 2025 are established as follows, effective January 1, 2025:

Dated January 6, 2025



Karen M. Iuele, RMC
Kinnelon Borough Clerk

CERTIFICATION

I, Karen M. Iuele, Municipal Clerk of the Borough of Kinnelon state that this is a true resolution adopted at the Borough of Kinnelon Reorganization meeting held on January 6, 2025.



Karen M. Iuele, RMC
Kinnelon Borough Clerk

MOTION TO APPROVE RESOLUTIONS 1.04.24 THRU 1.28.25

Motion: Councilperson
Second: Councilperson

Roll Call: Councilman Councilman
 Councilman Councilman
 Councilman Councilman

I, Karen M. Iuele, Municipal Clerk of the Borough of Kinnelon state that this is a true resolution adopted at the Borough of Kinnelon Reorganization meeting, held on January 6, 2025.



Karen M. Iuele, RMC
Municipal Clerk

15. ADJOURNMENT:

This meeting adjourned at approximately p.m. on motion by Councilperson
seconded by Councilperson and the unanimous affirmative voice vote of all present.

Respectfully submitted by:


Karen M. Iuele, RMC Municipal Clerk
James J. Freda, Mayor