

**TOWNSHIP OF GALLOWAY
ANNUAL REORGANIZATION AGENDA
JANUARY 7, 2025 - 5:30 PM**

1. Call to Order/Roll Call

2. Open Public Meeting Announcement

On December 17, 2024, official notice of this meeting was given to The Press of Atlantic City and was duly posted in Council Chambers and on the Township website.

3. Invocation

4. Flag Salute

5. Swear in Fire Chief – John Mooney, Jr.

- Oath of Office is administered

6. Resolutions/Contracts Awards for Professional

- 01-25** Award Contract for Township Solicitor
- 02-25** Award Contract for Conflict Solicitor
- 03-25** Award Contract for Township Auditor
- 04-25** Award Contract for Bond Counsel
- 05-25** Award Contract for Labor Counsel
- 06-25** Award Contract for Redevelopment Attorney
- 07-25** Award Contract for Tax Appeal Attorney
- 08-25** Award of Benefits Consultant
- 09-25** Award Contract for Alternate Township Engineer
- 010-25** Award Contract for Township Planner
- 011-25** Award Contract for Risk Management Consultant
- 012-25** *number not used*

Consent Agenda - Resolutions/Annual Business (TAKEN AS A WHOLE)

- 013-25** Authorize Annual Schedule of Township Council Meetings/Sunshine Notice
- 014-25** Authorize Designated Holidays
- 015-25** Designation of Official Newspaper(s)
- 016-25** Designate Public Agency Compliance Officer (PACO) for the Township of Galloway
- 017-25** Designate Bank Depositories
- 018-25** Authorize the Contact Persons to Access the Employment Practices Liability Consultation Services (EPL Hotline/ACMJIF)
- 019-25** Appoint Fund Commissioner and Alternate Fund Commissioner for the ACJMIF
- 020-25** Authorize Temporary Budget
- 021-25** Adopt Cash Management Plan
- 022-25** Authorize Method of Payment for Delinquent Taxes Once Subject to Tax Sale
- 023-25** Authorize Interest Penalty for Real Estate Delinquency in Excess of \$10,000
- 024-25** Authorize Cancellation of Property Tax Credits or Delinquent Amts of less than \$10
- 025-25** Authorize Galloway to Conduct a Tax Sale & Establish Cost of Mailing of the Tax Notice

026-25 Adopting Roberts Rules of Order

Resolutions/Appointments to Boards, Commissions and Positions

027-25 Appointments to Environmental Commission

028-25 Appointments to the Equal Opportunity Advisory Committee

029-25 Appointments to Parks & Recreation Advisory Committee

030-25 Appointments to Planning Board

031-25 Appointments to Zoning Board of Adjustment

032-25 Appointments of Fire Police

033-25 Appointments to Economic Development Committee

034-25 Appoint Emergency Management Coordinator & Deputies

035-25 Authorize Certification of Compliance with US EEOC

036-25 Appointments to Veterans' Advisory Board

7. Council Committee Assignments

8. Council Comments

9. Public Comments

10. Adjournment

RESOLUTION #001-25

A RESOLUTION OF THE TOWNSHIP OF GALLOWAY APPOINTING _____ _____TOWNSHIP OF GALLOWAY

WHEREAS, there exists a need for a Township Solicitor for the Township of Galloway; and

WHEREAS, the funds are available for this purpose in the 2025 Appropriated Budget; and

WHEREAS, the local Public Contract Law (N.J.S.A. 48:11-1 et seq.) requires the passage of a resolution authorizing the award of a contract for "Fair and Open Process", requires that the said resolution be publicly advertised; and

WHEREAS, the Township properly advertised seeking Requests for Proposals to furnish professional services for the Township of Galloway for the year 2025 in accordance with N.J.S.A.44A-20.4, et seq; and

WHEREAS, state statute and municipal ordinances for the Township of Galloway provide that the appointment of the Township Solicitor shall be for a one-year period; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council for the Township of Galloway, County of Atlantic and State of New Jersey that **Marc Nehmad, Esq.** be appointed the Municipal Solicitor for the Township of Galloway for a period beginning January 1, 2025 and ending December 31, 2025; and

BE IT FURTHER RESOLVED that he shall perform the professional services set forth and shall be compensated as is set forth in a contract to be duly executed by the Township and the appointed Solicitor; and

BE IT FURTHER RESOLVED that this appointment is made after a "Fair and Open Process" in accordance with the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law; and

BE IT FURTHER RESOLVED that Kristen Manning, Chief Financial Officer of the Township of Galloway, does hereby certify that there are adequate funds available in account #0-01-20-155-000-215, #T-30-56-850-000-003 and #H-13-56-850-000-001. Estimated expenditures for 2025 should not exceed \$195,000.00; and

BE IT FURTHER RESOLVED that a copy of the Resolution and Contract are on file and available for public inspection in the Township Clerk's Office; and

R E S O L U T I O N #001-25

**A RESOLUTION OF THE TOWNSHIP OF GALLOWAY APPOINTING _____
_____TOWNSHIP OF GALLOWAY**

BE IT FURTHER RESOLVED that a copy of this Resolution be published in The Press within ten (10) days of the date of the passage of this resolution, as required by law.

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Kristen Manning, CFO

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION #002-25

A RESOLUTION OF THE TOWNSHIP OF GALLOWAY AWARDING A PROFESSIONAL SERVICES CONTRACT TO _____ AS THE TOWNSHIP CONFLICT MUNICIPAL SOLICITOR FOR THE TOWNSHIP OF GALLOWAY

WHEREAS, the designated Township Solicitor may become unavailable for some Township matters, there exists a need for a Township Conflict Solicitor for the Township of Galloway; and

WHEREAS, the funds are available for this purpose in the 2025 Appropriated Budget; and

WHEREAS, the local Public Contract Law (N.J.S.A. 48:11-1 et seq.) requires the passage of a resolution authorizing the award of a contract for "Fair and Open Process", requires that the said resolution be publicly advertised; and

WHEREAS, on January 7th, 2025, the Municipal Council appointed **Blaney Karavan & Weinberg** as the Municipal Conflict Solicitor; and

WHEREAS, the Township properly advertised seeking Requests for Proposals to furnish professional services for the Township of Galloway for the year 2025 in accordance with N.J.S.A.44A-20.4, et seq; and

WHEREAS, state statute and municipal ordinances for the Township of Galloway provide that the appointment of the Conflict Municipal Solicitor shall be for a one-year period; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council for the Township of Galloway, County of Atlantic and State of New Jersey that **Blaney Karavan & Weinberg** be appointed the Conflict Municipal Solicitor for the Township of Galloway for a period beginning January 1, 2025 and ending December 31, 2025; and

BE IT FURTHER RESOLVED that he shall perform the professional services set forth and shall be compensated as is set forth in a contract to be duly executed by the Township and the appointed Conflict Municipal Solicitor; and

BE IT FURTHER RESOLVED that this appointment is made after a "Fair and Open Process," in accordance with the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law; and

BE IT FURTHER RESOLVED that Kristen Manning, Chief Financial Officer of the Township of Galloway, does hereby certify that there are adequate funds available in account #0-01-20-155-000-215 & #01-20-155-000-302 Estimated expenditures for 2025 should not exceed \$100,000.00.

RESOLUTION #002-25

**A RESOLUTION OF THE TOWNSHIP OF GALLOWAY AWARDING A
PROFESSIONAL SERVICES CONTRACT TO _____ AS THE TOWNSHIP
CONFLICT MUNICIPAL SOLICITOR FOR
THE TOWNSHIP OF GALLOWAY**

BE IT FURTHER RESOLVED that a copy of the Resolution and Contract are on file and available for public inspection in the Township Clerk's Office.

BE IT FURTHER RESOLVED that a notice of award of this contract shall be published in The Press within ten (10) days of the date of the passage of this resolution, as required by law.

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Kristen Manning, CFO

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION #003-25

A RESOLUTION APPOINTING - _____, AS THE TOWNSHIP AUDITOR FOR THE TOWNSHIP OF GALLOWAY

WHEREAS, there exists a need for a Township Auditor for the Township of Galloway; and

WHEREAS, the funds are available for this purpose in the 2025 Appropriated Budget; and

WHEREAS, the local Public Contract Law (N.J.S.A. 48:11-1 et seq.) requires the passage of a resolution authorizing the award of a contract for "Fair and Open Process", requires that the said resolution be publicly advertised; and

WHEREAS, NJSA19:44A-20.4 provided for an Fair and Open Process through Requests for Proposals; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council for the Township of Galloway, County of Atlantic and State of New Jersey, that Ford Scott & Associates , be appointed the registered municipal accountant for the Township of Galloway for the year 2025; and

BE IT FURTHER RESOLVED, that he shall perform the professional services ordinarily provided by the registered municipal accountant of the State of New Jersey and to receive such compensation as may be reasonable for such services as may be agreed with the Township Council; and

BE IT FURTHER RESOLVED, that this appointment is made after a "Fair and Open" process, in accordance with the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law; and

BE IT FURTHER RESOLVED that Kristen Manning, Chief Financial Officer of the Township of Galloway, does hereby certify that there are adequate funds available in account #0-01-20-135-000-299, #0-07-55-502-351-215 and #0-01-20-130-121-215. Estimated expenditures for 2025 should not exceed \$65,000.00; and

BE IT FURTHER RESOLVED, that this contract will be paid out of the 2025 appropriated budget; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be published in The Press within ten (10) days of the date of the passage of this Resolution, as required by law.

RESOLUTION #003-25

**A RESOLUTION APPOINTING FORD SCOTT & ASSOCIATES, AS THE TOWNSHIP
AUDITOR FOR THE TOWNSHIP OF GALLOWAY**

Certified as a true copy of a Resolution adopted by the Township Council for the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

Kristen Manning, CFO

RESOLUTION #004-25

A RESOLUTION APPOINTING _____ OFFICE AS THE BOND COUNSEL FOR THE TOWNSHIP OF GALLOWAY

WHEREAS, the Township Council of the Township of Galloway is knowledgeable that there is a need for the appointment of a Bonding Attorney to advise the municipality on all legal aspects of bond or note financing; and

WHEREAS, funds are available for this purpose in the 2025 Appropriated Budget; and

WHEREAS, the local Public Contract Law (N.J.S.A. 48:11-1 et seq.) requires the passage of a resolution authorizing the award of a contract for "Fair and Open Process", requires that the said resolution be publicly advertised; and

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

1. That Archer Law Office is hereby appointed as Bond Counsel for the Township of Galloway for the calendar year of 2025.
2. That the Mayor and Clerk are hereby authorized to execute any and all documents necessary to effectuate this appointment upon acceptance of proposal.
3. This appointment is made after a "Fair and Open Process" under the provision of the Local Public Contract Law and the New Jersey Local Unit Pay to Play Law.
4. This appointment is made after the Township properly advertised seeking Requests for Proposals to furnish professional services for the Township of Galloway for the year 2025 in accordance with N.J.S.A.44A-20.4, et seq; and

BE IT FURTHER RESOLVED that Kristen Manning, Chief Financial Officer of the Township of Galloway, does hereby certify that there are adequate funds available in account #0-01-20-155-000-215. & #0-07-55-502-351-215 Estimated expenditures for 2025 should not exceed \$20,000.00; and

BE IT FURTHER RESOLVED, that in accordance with the Local Public Contracts Law, the Township Clerk shall cause a notice of said professional appointment to be published in an official newspaper of the Township within ten (10) days from adoption hereof; and

BE IT FURTHER RESOLVED, that the Township Clerk forwards a certified true copy of this resolution to the appointee and the Finance Department.

RESOLUTION #004-25

A RESOLUTION APPOINTING ARCHER LAW OFFICE AS THE BOND COUNSEL FOR THE TOWNSHIP OF GALLOWAY

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Kristen Manning, CFO

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION #005-25

**A RESOLUTION APPOINTING _____ AS LABOR NEGOTIATION COUNSEL FOR
THE
TOWNSHIP OF GALLOWAY**

WHEREAS, there exists a need for a Labor Negotiation Counsel for the Township of Galloway;
and

WHEREAS, the funds are available for this purpose in the 2025 Appropriated Budget; and

WHEREAS, the local Public Contract Law (N.J.S.A. 48:11-1 et seq.) requires the passage of a resolution authorizing the award of a contract for "Fair and Open Process", requires that the said resolution be publicly advertised; and

WHEREAS, state statute and municipal ordinances for the Township of Galloway provide that the appointment of a Labor Negotiation Counsel shall be for a one-year period; and

WHEREAS, that this appointment is made after a "Fair and Open" process in accordance with the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law; and

WHEREAS, the Township properly advertised seeking Requests for Proposals to furnish professional services for the Township of Galloway for the year 2025 in accordance with N.J.S.A.44A-20.4, et seq; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council for the Township of Galloway, County of Atlantic and State of New Jersey that **Blaney Donohue & Weinberg**, be appointed the Labor Negotiation Counsel for the Township of Galloway for a period beginning January 1, 2025 and ending December 31, 2025; and

BE IT FURTHER RESOLVED that he shall perform the professional services set forth and shall be compensated as is set forth in a contract to be duly executed by the Township and the Solicitor; and

BE IT FURTHER RESOLVED that Kristen Manning, Chief Financial Officer of the Township of Galloway, does hereby certify that there are adequate funds available in account #0-01-20-155-000-215. Estimated expenditures for 2025 should not exceed \$65,000.00; and

BE IT FURTHER RESOLVED that a copy of the Resolution and Contract are on file and available for public inspection in the Township Clerk's Office; and

BE IT FURTHER RESOLVED that a copy of this Resolution be published in The Press within ten (10) days of the date of the passage of this resolution, as required by law.

RESOLUTION #005-25

A RESOLUTION APPOINTING **BLANEY DONOHUE & WEINBERG AS LABOR
NEGOTIATION COUNSEL FOR THE
TOWNSHIP OF GALLOWAY**

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway,
County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

Kristen Manning, CFO

RESOLUTION #006-25

A RESOLUTION APPOINTING _____ AS REDEVELOPMENT ATTORNEY FOR THE TOWNSHIP OF GALLOWAY

WHEREAS, there exists a need for a Redevelopment Attorney for the Township of Galloway;
and

WHEREAS, the funds are available for this purpose in the 2025 appropriated budget; and

WHEREAS, the local Public Contract Law (N.J.S.A. 48:11-1 et seq.) requires the passage of a resolution authorizing the award of a contract for "Fair and Open Process", requires that the said resolution be publicly advertised; and

WHEREAS, state statute and municipal ordinances for the Township of Galloway provide that the appointment of the Redevelopment Attorney shall be for a one-year period; and

WHEREAS, the Township properly advertised seeking Requests for Proposals to furnish professional services for the Township of Galloway for the year 2025 in accordance with N.J.S.A.44A-20.4, et seq; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council for the Township of Galloway, County of Atlantic and State of New Jersey that **Maley Givens** be appointed the Redevelopment Attorney for the Township of Galloway for a period beginning January 1, 2025 and ending December 31, 2025; and

BE IT FURTHER RESOLVED that he shall perform the professional services set forth and shall be compensated as is set forth in a contract to be duly executed by the Township and the appointed Redevelopment Attorney; and

BE IT FURTHER RESOLVED that this appointment is made after a "Fair and Open Process" in accordance with the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law; and

BE IT FURTHER RESOLVED that Kristen Manning, Chief Financial Officer of the Township of Galloway, does hereby certify that there are adequate funds available in account #0-01-20-155-000-215, #H-13-56-850-000-001 and various escrow accounts. Estimated expenditures for 2025 should not exceed \$325,000.00; and

BE IT FURTHER RESOLVED that a copy of the Resolution and Contract are on file and available for public inspection in the Township Clerk's Office; and

BE IT FURTHER RESOLVED that a copy of this Resolution be published in The Press within ten (10) days of the date of the passage of this resolution, as required by law.

RESOLUTION #006-25

A RESOLUTION APPOINTING MALEY GIVENS AS REDEVELOPMENT ATTORNEY FOR THE TOWNSHIP OF GALLOWAY

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway,
County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

Kristen Manning, CFO

RESOLUTION #007-25

**A RESOLUTION OF THE TOWNSHIP OF GALLOWAY
APPOINTING _____ LAW OFFICE AS SPECIAL LEGAL COUNSEL TO
REPRESENT GALLOWAY TOWNSHIP WITH RESPECT TO COUNTY AND STATE
TAX APPEALS FOR THE YEAR 2025**

WHEREAS, during the course of the year many types of real estate tax appeals come before the Atlantic County Board of Taxation and the Tax Court of New Jersey wherein the Township of Galloway is named a party; and

WHEREAS, it is necessary for the Township to be represented by legal counsel with respect to said tax appeals; and

WHEREAS, there exists a need for a Special Counsel for Tax Appeals for the Township of Galloway; and

WHEREAS, the funds are available for this purpose in the 2025 Appropriated Budget; and

WHEREAS, the local Public Contract Law (N.J.S.A. 48:11-1 et seq.) requires the passage of a resolution authorizing the award of a contract for "Fair and Open Process", requires that the said resolution be publicly advertised; and

WHEREAS, said tax appeal cases will be assigned at the discretion of the Township Manager; and

NOW, THEREFORE, BE IT RESOLVED, by the Municipal Council for the Township of Galloway, County of Atlantic and State of New Jersey, that **Tom Smith Law Office**, be and is hereby appointed Special Legal Counsel to represent Galloway Township before the Atlantic County Board of Taxation and the Tax Court of New Jersey during the year 2025 as the need arises; and

BE IT FURTHER RESOLVED that said legal counsel shall be paid at a rate approved by the Governing Body; and

BE IT FURTHER RESOLVED that this appointment is made after a "Fair and Open Process" in accordance with the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law; and

WHEREAS, the Township properly advertised seeking Requests for Proposals to furnish Professional services for the Township of Galloway for the year 2025 in accordance with N.J.S.A.44A-20.4, et seq; and

BE IT FURTHER RESOLVED that Kristen Manning, Chief Financial Officer of the Township of Galloway, hereby certify that there are adequate funds available in account #0-01-20-155-000-301. Estimated expenditures for 2025 should not exceed \$50,000.00; and

BE IT FURTHER RESOLVED that a copy of the Resolution and Contract are on file and available for public inspection in the Township Clerk's Office; and

RESOLUTION #007-25

**A RESOLUTION OF THE TOWNSHIP OF GALLOWAY
APPOINTING **TOM SMITH** LAW OFFICE AS SPECIAL LEGAL COUNSEL TO
REPRESENT GALLOWAY TOWNSHIP WITH RESPECT TO COUNTY AND STATE
TAX APPEALS FOR THE YEAR 2025**

BE IT FURTHER RESOLVED that a copy of this Resolution be published in The Press within ten (10) days of the date of the passage of this resolution, as required by law.

Certified to be a true copy of a Resolution adopted by the Municipal Council for the Township of Galloway, County of Atlantic and State of New Jersey on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Kristen Manning, CFO

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION #008-25

A RESOLUTION OF THE TOWNSHIP OF GALLOWAY APPOINTING _____ AS MUNICIPAL BENEFITS CONSULTANT TO REPRESENT GALLOWAY TOWNSHIP FOR THE YEAR 2025

WHEREAS, it is necessary for the Township to be represented by legal counsel with respect to said Galloway Township health benefits; and

WHEREAS, there exists a need for a Special Counsel for Consulting of State Health Benefits plans for the Township of Galloway; and

WHEREAS, the funds are available for this purpose in the 2025 Appropriated Budget; and

WHEREAS, the local Public Contract Law (N.J.S.A. 48:11-1 et seq.) requires the passage of a resolution authorizing the award of a contract for "Fair and Open Process", requires that the said resolution be publicly advertised; and

NOW, THEREFORE, BE IT RESOLVED, by the Municipal Council for the Township of Galloway, County of Atlantic and State of New Jersey, that **Brown & Brown**, be and is hereby appointed Benefits Consultant to represent Galloway Township during the year 2025 as the need arises; and

BE IT FURTHER RESOLVED that said services shall be paid at a rate approved by the Governing Body; and

BE IT FURTHER RESOLVED that this appointment is made after a "Fair and Open Process" in accordance with the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law; and

WHEREAS, the Township properly advertised seeking Requests for Proposals to furnish Professional services for the Township of Galloway for the year 2025 in accordance with N.J.S.A.44A-20.4, et seq; and

BE IT FURTHER RESOLVED that Kristen Manning, Chief Financial Officer of the Township of Galloway, does hereby certify that there are adequate funds available in account #5-01-20-100-000-215. Estimated expenditures for 2025 should not exceed \$17,500; and

BE IT FURTHER RESOLVED that a copy of the Resolution and Contract are on file and available for public inspection in the Township Clerk's Office; and

RESOLUTION #008-25

**A RESOLUTION OF THE TOWNSHIP OF GALLOWAY
APPOINTING _____AS MUNICIPAL BENEFITS CONSULTANT TO
REPRESENT GALLOWAY TOWNSHIP FOR THE YEAR 2025**

BE IT FURTHER RESOLVED that a copy of this Resolution be published in The Press within ten (10) days of the date of the passage of this resolution, as required by law.

Certified to be a true copy of a Resolution adopted by the Municipal Council for the Township of Galloway, County of Atlantic and State of New Jersey on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

Kristen Manning, CFO

RESOLUTION #009-25

A RESOLUTION APPOINTING _____ AS THE ALTERNATE TOWNSHIP ENGINEER FOR THE TOWNSHIP OF GALLOWAY

WHEREAS, there exists a need for a Conflict Township Engineer for the Township of Galloway; and

WHEREAS, the funds are available for this purpose in the 2025 Appropriated Budget; and

WHEREAS, the Local Public Contracts Law (NJSA 48:11-1 et seq.) requires the passage of a resolution authorizing the award of a contract for " Fair and Open Process ", requires that said resolution be publicly advertised; and

WHEREAS, the Township properly advertised seeking Requests for Proposals to furnish professional services for the Township of Galloway for the year 2025 in accordance with N.J.S.A.44A-20.4, et seq; and

WHEREAS, State Statute and the Municipal Ordinances for the Township of Galloway provide that the appointment of the Alternate Township Engineer shall be for a one-year period; and

WHEREAS, pursuant to Section 5-27 of the Codified Ordinances for the Township of Galloway, County of Atlantic and State of New Jersey, **T & M Associates** have been appointed the Alternate Township Engineer for the period beginning January 1, 2025 and ending December 31, 2025, by the Governing Body; and

NOW, THEREFORE, BE IT RESOLVED, that he shall perform the professional services set forth and shall be compensated as is set forth in a contract to be duly executed by the Township and the appointed Engineer; and

BE IT FURTHER RESOLVED that this appointment is made after a "Fair and Open Process" in accordance with the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law; and

BE IT FURTHER RESOLVED that Kristen Manning, Chief Financial Officer of the Township of Galloway, does hereby certify that there are adequate funds available in 0-01-20-165-000-215 and various escrow accounts. Estimated expenditures for 2025 should not exceed \$2,000.00; and

BE IT FURTHER RESOLVED, that a copy of the Resolution and Contract are on file and available for public inspection in the Township Clerk's Office; and

BE IT FURTHER RESOLVED that a copy of this Resolution be published in The Press within ten (10) days of the date of the passage of this Resolution as required by Law.

RESOLUTION #009-25

A RESOLUTION APPOINTING **T & M ASSOCIATES** AS THE ALTERNATE TOWNSHIP ENGINEER FOR THE TOWNSHIP OF GALLOWAY

Certified to be a true copy of a Resolution adopted by the Municipal Council for the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Kristen Manning, CFO

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION #010-25

A RESOLUTION APPOINTING _____ AS THE TOWNSHIP PLANNER FOR THE TOWNSHIP OF GALLOWAY

WHEREAS, there exists a need for a Township Planner for the Township of Galloway; and

WHEREAS, it is necessary for the Township of Galloway to have the services available of a professional planner when addressing the redevelopment initiatives of the township; and

WHEREAS, funds are available for this purpose in the 2025 Appropriated Budget; and

WHEREAS, the Local Public Contracts Law (NJSA 48:11-1 et seq.) requires the passage of a resolution authorizing the award of a contract for " Fair and Open Process ", requires that said resolution be publicly advertised; and

WHEREAS, the Township properly advertised seeking Requests for Proposals to furnish professional services for the Township of Galloway for the year 2025 in accordance with N.J.S.A.44A-20.4, et seq; and

NOW, THEREFORE, BE IT RESOLVED, by the municipal council for the Township of Galloway, County of Atlantic and State of New Jersey, that **Polistina & Associates**, be and is hereby appointed Township Planner to represent Galloway Township beginning January 1, 2025 and ending December 31, 2025, by the Governing Body; and

BE IT FURTHER RESOLVED that this appointment is made after a "Fair and Open Process" in accordance with the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law; and

BE IT FURTHER RESOLVED that Kristen Manning, Chief Financial Officer of the Township of Galloway, does hereby certify that there are adequate funds available in various escrow accounts. Estimated expenditures for 2025 should not exceed \$75,000.00; and

BE IT FURTHER RESOLVED, that a copy of the Resolution and Contract are on file and available for public inspection in the Township Clerk's Office; and

BE IT FURTHER RESOLVED that a copy of this Resolution be published in The Press within ten (10) days of the date of the passage of this Resolution as required by Law.

RESOLUTION #010-25

A RESOLUTION APPOINTING **POLISTINA & ASSOCIATES** AS THE TOWNSHIP PLANNER FOR THE TOWNSHIP OF GALLOWAY

Certified to be a true copy of a Resolution adopted by the Municipal Council for the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Kristen Manning, CFO

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

“AGREEMENT”
RISK MANAGEMENT CONSULTANT
ATLANTIC COUNTY
MUNICIPAL JOINT INSURANCE FUND

This agreement, entered into this **2ND** day of **January, 2024**, between the **Township of Galloway** (hereinafter referred to as Municipality) and **Hardenbergh Insurance Group** (Corporation) of the State of New Jersey, having its principal office at **8000 Sagemore Dr., Suite 8101, Marlton, NJ 08053** (hereinafter referred to as the Consultant).

WHEREAS, the Consultant has offered to the **Municipality** professional risk management consulting services as required in the Bylaws of the Atlantic County Municipal Joint Insurance Fund, and

WHEREAS, the **Municipality** desires these professional services pursuant to the resolution adopted by the Mayor and Council of the Municipality at a meeting held **January 2, 2024**;

NOW THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. For and in consideration of the compensation set forth in Paragraph 3 of this Agreement, the Consultant hereby agrees to provide Professional Risk Management services to the Municipality as follows:
 - A) The Consultant shall assist the **Municipality** in identifying its insurable exposures and to recommend professional methods to reduce, assume or transfer the risk of loss.
 - B) The Consultant shall assist the **Municipality** in understanding and selecting the various coverages and limits available from the Atlantic County Municipal Joint Insurance Fund.
 - C) The Consultant shall review with the MUNICIPALITY any additional types of coverage that the Consultant believes the MUNICIPALITY should purchase that are not available from the Fund. The Consultant shall purchase and bind any additional types of coverage authorized by the MUNICIPALITY.
 - D) The Consultant shall assist the MUNICIPALITY in the preparation of applications, statements of values and other documents requested by the Fund. However, this Agreement does not include any appraisal work by the Consultant.
 - E) The Consultant shall review the MUNICIPALITY’s annual assessment as prepared by the Fund and shall assist the MUNICIPALITY in the preparation of its annual insurance budget.

- F) The Consultant shall review the loss and engineering reports for the MUNICIPALITY and shall assist the Safety Committee in its loss containment objectives within the MUNICIPALITY.
- G) The Consultant shall assist where needed in the settlement of claims, with the understanding that the scope of the Consultant's involvement does not include the work normally done by a public adjuster.
- H) Any other services required by the Fund's Bylaws.
2. The term of this agreement shall be for one (1) year from the **first day of January 2024**, or from the effective date of coverage, unless terminated as hereinafter provided in this agreement.
3. The Municipality authorizes the Fund to pay its Consultant, as compensation for services rendered, an amount of **Twenty Four Thousand Dollars (\$24,000)** based on the Municipality's annual assessment as promulgated by the Fund. Said fee shall be paid within 30 days of payment of the member's assessment. The Consultant shall receive no other compensation or commission for the placement or servicing of any municipal coverage with the Fund.
4. For any coverages, authorized by the **Municipality**, to be placed outside of the Fund, the Consultant shall receive as his full compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the Fund's assessment in computing the fee outlined in Item 3 above.
5. Either party may cancel this Agreement, with cause, at any time by mailing to the other written notice calling for termination at any time not less than ninety (90) days thereafter. Fees shall be pro-rated to the date of termination.

ATTEST: _____

MUNICIPALITY: _____

Mayor

ATTEST: _____

CONSULTANT: _____

Jon Sharp

DATE: _____

RESOLUTION #011-25

A RESOLUTION OF THE TOWNSHIP OF GALLOWAY AWARDING A CONTRACT TO _____ GROUP FOR THE RISK MANAGEMENT CONSULTANT TO THE ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, there exists a need for a Risk Management Consultant for the Township of Galloway; and

WHEREAS, the funds are available for this purpose in the 2025 Appropriated Budget; and

WHEREAS, the local Public Contract Law (N.J.S.A. 48:11-1 et seq.) requires the passage of a resolution authorizing the award of a contract for "Fair and Open Process", requires that the said resolution be publicly advertised, and

WHEREAS, the Municipal Council for the Township of Galloway is a member of the Atlantic County Municipal Joint Insurance Fund, a self insurance pooling fund; and

WHEREAS, the Bylaws of said Fund requires that each municipality appoint a Risk Management Consultant to perform various professional services as detailed in the Bylaws; and

WHEREAS, the Bylaws indicate a fee not to exceed six percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Municipal Council; and

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

NOW, THEREFORE, BE IT RESOLVED, by the Municipal Council for the Township of Galloway, County of Atlantic and State of New Jersey, that it does hereby appoint **Hardenbergh Insurance Group** in accordance with NJSA 40A: 11-5; and

BE IT FURTHER RESOLVED, that the Fund is hereby authorized to pay said Risk Management Consultant as compensation for services rendered in the amount of \$24,000; and

BE IT FURTHER RESOLVED that Kristen Manning, Chief Financial Officer of the Township of Galloway, does hereby certify that there are adequate funds available in account #T-30-56-850-000-003, and #0-01-23-210-000-299. Estimated expenditures for 2025 should not exceed \$5,000; and

BE IT FURTHER RESOLVED that a copy of the Resolution and Contract are on file and available for public inspection in the Township Clerk's Office; and

BE IT FURTHER RESOLVED that a copy of this Resolution be published in The Press within ten (10) days of the date of the passage of this resolution, as required by law; and

RESOLUTION #011-25

**A RESOLUTION OF THE TOWNSHIP OF GALLOWAY AWARDING A CONTRACT TO
HARDENBERGH INSURANCE GROUP FOR THE RISK MANAGEMENT
CONSULTANT TO THE ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized and directed to execute the consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A11-5 (1)(a)(I).

Certified to be a true copy of a Resolution adopted by the Municipal Council for the Township of Galloway, County of Atlantic and State of New Jersey on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Kristen Manning, CFO

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION # 013-25

RESOLUTION OF THE TOWNSHIP OF GALLOWAY DESIGNATING ANNUAL SCHEDULE OF COUNCIL MEETINGS

BE IT RESOLVED by the Mayor and Council of the Township of Galloway, County of Atlantic, State of New Jersey that the Annual Schedule of meetings for 2025 shall be as follows:

January 21, 2025
February 11, 2025
February 25, 2025
March 11, 2025
March 25, 2025
April 8, 2025
April 22, 2025
May 13, 2025
May 27, 2025
June 10, 2025
July 8, 2025
August 12, 2025
September 9, 2025
September 23, 2025
October 14, 2025
October 28, 2025
*November 12, 2025-Wednesday
November 25, 2025
December 9, 2025
*December 23, 2025 – Start time 5:00 P.M.

BE IT FURTHER RESOLVED all 2025 Township Council regular meetings will start at 6:30 p.m. except December 23, 2025 which is noted and meetings will be held in the Council Chambers located at 300 E Jimmie Leeds Road.

Public comments can also be submitted in written form or via electronic email received at the office of the Municipal Clerk of the Township of Galloway not less than two (2) business days before the date of the scheduled meeting. Any comments received prior to the scheduled meeting will be read by the moderator during the public comment portion of the meeting. Advance written comments shall be submitted to the attention of Kelli Danieli, Township Clerk at: 300 E Jimmie Leeds Road Galloway, NJ 08205 – Public Meeting Comment or can be emailed to kdanieli@gtnj.org and in subject line enter Public Meeting Comment.

Special Meetings may be scheduled by the Township Council at any time, provided notice of said meeting is properly advertised and complies with the provisions of Public Law 1975, Chapter 231 or the exceptions thereunder. This schedule shall be published in the designated newspapers and posted on the Township Website and on the Municipal Bulletin Board.

NOW, THEREFORE, BE IT RESOLVED that the above meetings are scheduled in conjunction with the Open Public Meetings Act of 1975 and the Township Clerk is hereby directed to post a copy of this Resolution on the appropriate Bulletin Boards in the Municipal Building for the public's information, the Township's official website and to furnish local newspapers with a copy of this resolution.

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION #014-25

A RESOLUTION BY THE TOWNSHIP OF GALLOWAY, COUNTY OF ATLANTIC, STATE OF NEW JERSEY FOR DESIGNATING 2025 HOLIDAYS

BE IT RESOLVED by the Council of the Township of Galloway that the designated holidays for the year **2025** are as follows:

January 1, 2025	New Year's Day
January 20, 2025	Martin Luther King Jr. Day
February 17, 2025	President's Day
April 18, 2025	Good Friday
May 26, 2025	Memorial Day
June 19, 2025	Juneteenth Day
July 4, 2025	Fourth of July
September 1, 2025	Labor Day
October 13, 2025	Columbus Day
November 11, 2025	Veteran's Day
November 27, 2025	Thanksgiving Day
November 28, 2025	Day after Thanksgiving
December 25, 2025	Christmas Day

NOW, THEREFORE, BE IT RESOLVED that the above dates are legal Holidays and our municipal offices will be closed and the Township Clerk is hereby directed to post a copy of this Resolution on the appropriate Bulletin Boards in the Municipal Building for the public's information, the Township's official website and to furnish local newspapers with a copy of this resolution not later than January 7, 2025.

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION #015-25

**A RESOLUTION OF THE TOWNSHIP OF GALLOWAY
DESIGNATING THE MAINLAND JOURNAL, THE PRESS OF ATLANTIC CITY AND
GALLOWAY TOWNSHIPS OFFICIAL WEBSITE
AS OFFICIAL NEWSPAPERS**

WHEREAS, the Township Council for the Township of Galloway desires to designate certain newspapers as official newspapers for the Township of Galloway; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Council for the Township of Galloway, County of Atlantic and State of New Jersey, that the following named newspapers be and the same are hereby designated as official newspapers for the Township of Galloway:

- **THE MAINLAND JOURNAL**
- **THE PRESS OF ATLANTIC CITY**
- **THE ASBURY PRESS**

BE IT FURTHER RESOLVED, that this Resolution shall remain in full force and effect unless and until a successor Resolution shall be passed.

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

TOWNSHIP OF GALLOWAY

RESOLUTION #016-25

**DESIGNATING THE PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)
FOR THE TOWNSHIP OF GALLOWAY / 2025**

WHEREAS, New Jersey Statutes provide that no public contracts can be awarded, nor any monies paid, until the prospective contractor has agreed to contract performance which complies with an affirmative action program; and

WHEREAS, each public agency must annually designate an officer or employee to serve as its Public Agency Compliance Officer (PACO).

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Township of Galloway that the Township Clerk, Kelli Danieli, is hereby designated the PACO for the year 2025. A copy of this resolution shall be forwarded to the State Affirmative Action Office.

I, Kelli Danieli, RMC, Municipal Clerk of the Township of Galloway, do hereby certify that the foregoing Resolution was duly adopted at the annual reorganization meeting of the Governing Body, held on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

XI. AFFIRMATIVE ACTION/PUBLIC AGENCY COMPLIANCE OFFICER

- A. New Jersey Statutes provide that no public work contracts can be awarded nor any moneys paid until the prospective contractor has agreed to contract performance which complies with an approved affirmative action program. The law applies to each political subdivision and agency of the State and includes service and procurement contracts and construction contracts. *[N.J.A.C. 17:27-1.1]*
- B. Each public agency shall annually designate an officer or employee, who may be an existing officer or employee, to serve as its public agency compliance officer (P.A.C.O.): *[N.J.A.C. 17:27-3.5]*
 - 1. Notice of designation shall be given to the Department of the Treasury, State Affirmative Action Office by January 10th of each year.
 - 2. The officer shall perform the duties prescribed in the Administrative Code, be responsible for ensuring the agencies' compliance with the rules and may perform any other liaison and assistance functions as may be requested by the Affirmative Action Office.

RESOLUTION #017-25

**A RESOLUTION OF THE TOWNSHIP OF GALLOWAY DESIGNATING
BANKING INSTITUTIONS**

WHEREAS, the Township Council for the Township of Galloway desires to designate certain banking institutions for the deposit of Township funds;

NOW, THEREFORE, BE IT RESOLVED by the Township Council for the Township of Galloway, County of Atlantic and State of New Jersey, that the following named banking institutions be and the same are hereby designated as depositories for the funds of the Township of Galloway:

Bank of America
TD Bank
First National Bank of Absecon
Fulton Bank of NJ
New Jersey Cash Management Plan
OceanFirst
Parke Bank
PNC
South Jersey Federal Credit Union
Wells Fargo

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION #018-25

**A RESOLUTION OF THE TOWNSHIP OF GALLOWAY
AUTHORIZING CONTACT PERSON FOR EMPLOYMENT PRACTICES
LIABILITY ATTORNEY CONSULTATION SERVICE
ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

WHEREAS, the the Governing Body of the Township of Galloway is a member of the Atlantic County Municipal Joint Insurance Fund, hereinafter referred to as "FUND"; and

WHEREAS, the Fund has adopted a policy authorizing the Employment Practices Liability Attorney Consultation Service; and

WHEREAS, has budgeted an annual allowance per member for EPL consulting services and;

WHEREAS, the FUND requires the Township of Galloway to designate specific managerial or supervisory individuals who will have telephone access to the EPL Hotline;

NOW, THEREFORE, BE IT RESOLVED that the governing body of the Township of Galloway does hereby appoint Christian Johansen, as its Contact Person and Cyndi Spinelli as an additional contact person.

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION #019-25

**A RESOLUTION OF THE TOWNSHIP OF GALLOWAY
COUNTY OF ATLANTIC AND STATE OF NEW JERSEY
APPOINTING ALIM PARKS, AS FUND COMMISSIONER AND
CYNTHIA SPINELLI, ALTERNATE**

WHEREAS, Galloway Township has resolved to join the Atlantic County Municipal Joint Insurance Fund, hereinafter referred to as FUND; and

WHEREAS, the Bylaws of the FUND require that each Municipality appoint a Fund Commissioner and Alternate who shall be a member of the municipality's governing body or one of its municipal employees; and

WHEREAS, Galloway Township recommends the appointment of Alim Parks, as Fund Commissioner and Cynthia Spinelli, as Alternate Fund Commissioner.

NOW, THEREFORE, BE IT RESOLVED by Galloway that it does hereby appoint Alim Parks as Fund Commissioner and Cynthia Spinelli as Alternate Fund Commissioner of the FUND.

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

**Township of Galloway
2025 Temporary Budget
N.J.S.A. 40A:4-19**

<u>Appropriation</u>	<u>Amount</u>
General Government	
Mayor and Council	
Salaries & Wages	\$ 22,000.00
Other Expenses	\$ 5,000.00
Township Manager	
Salaries & Wages	\$ 50,000.00
Other Expenses	\$ 25,000.00
Township Clerk	
Salaries & Wages	\$ 65,000.00
Other Expenses	\$ 22,000.00
Legal Services	
Other Expenses	\$ 310,000.00
Atlantic County Court - Contractual	\$ 130,500.00
Department of Finance	
Finance Administration	
Salaries & Wages	\$ 80,000.00
Other Expenses	\$ 25,000.00
Assessment of Taxes	
Salaries & Wages	\$ 50,000.00
Other Expenses	\$ 22,000.00
Collection of Taxes	
Salaries & Wages	\$ 50,000.00
Other Expenses	\$ 22,000.00
Audit	\$ 25,000.00
Insurance	
Unemployment	\$ 25,000.00
Group Insurance Plan for Employees	\$ 750,000.00
Other Insurance Premiums	\$ 350,000.00
Worker's Compensation	\$ 500,000.00
Department of Public Safety	
Police	
Salaries & Wages	\$ 1,750,000.00
Other Expenses	\$ 310,000.00
Vehicles	\$ 345,635.00
Police Communications	
Salaries & Wages	\$ 260,000.00
Other Expenses	\$ 40,000.00
Fire	
Salaries & Wages	\$ 25,000.00
Other Expenses	\$ 100,000.00
Emergency Management	
Salaries & Wages	\$ 2,500.00
Other Expenses	\$ 7,500.00

**Township of Galloway
2025 Temporary Budget
N.J.S.A. 40A:4-19**

Department of Community Development

Planning Board		
Salaries & Wages	\$	8,000.00
Other Expenses	\$	7,500.00
Zoning Board		
Salaries & Wages	\$	8,000.00
Other Expenses	\$	3,000.00
Public Works Administration		
Salaries & Wages	\$	60,000.00
Other Expenses	\$	20,000.00
Buildings and Grounds		
Salaries & Wages	\$	45,000.00
Other Expenses	\$	80,000.00
Streets and Roads		
Salaries & Wages	\$	260,000.00
Other Expenses	\$	112,500.00
Engineering	\$	35,000.00
Construction Official/Code Enforcement		
Salaries & Wages	\$	90,000.00
Other Expenses	\$	30,000.00
Contractual		
Other Functions	\$	1,000.00
Rental Inspections		
Salaries & Wages	\$	30,000.00
Community & Recreation Services		
Salaries & Wages	\$	35,000.00
Other Expenses	\$	30,000.00
Maintenance of Parks		
Other Expenses	\$	40,000.00
Vehicle Maintenance		
Salaries & Wages	\$	70,000.00
Other Expenses	\$	250,000.00
Community Service Act	\$	1,000.00
Environmental Health Services	\$	1,000.00

Unclassified

Utilities		
Electricity	\$	70,000.00
Telephone	\$	30,000.00
Telecommunications	\$	5,000.00
Water	\$	130,000.00
Natural Gas	\$	35,000.00
Street Lighting	\$	70,000.00
Gasoline	\$	100,000.00
Disposal Costs	\$	50,000.00

Deferred Charges & Statutory Expenditures

Social Security System	\$	230,000.00
Defined Contribution Retirement Plan	\$	2,000.00
Public Employees Retirement System (PERS)	\$	2,500.00
Police and Firemans Retirement System (PFRS)	\$	5,672.00

Total General Appropriations	\$	7,316,307.00
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**Township of Galloway
2025 Temporary Budget
N.J.S.A. 40A:4-19**

Sewer Utility

Salaries & Wages	\$ 460,000.00
Other Expenses	\$ 1,070,302.00
Public Employees Retirement System (PERS)	\$ 120,372.00
Social Security	\$ 40,000.00
Unemployment	\$ 5,000.00

Total Sewer Appropriations	\$ 1,695,674.00
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**Township of Galloway
2025 Temporary Budget
N.J.S.A. 40A:4-19**

Debt Service

General Appropriations

NJEIT Loan	\$	2,000.00
Interest on Notes	\$	158,000.00

Total General Debt Service	\$	160,000.00
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Sewer Utility Appropriations

NJEIT Loan	\$	20,000.00
Interest on Notes	\$	32,000.00

Total Sewer Debt Service	\$	52,000.00
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RESOLUTION # 020-25

A RESOLUTION OF THE TOWNSHIP OF GALLOWAY FOR THE TEMPORARY BUDGET FOR THE YEAR 2025

WHEREAS, N.J.S.A. 40A:4-19 provides that the governing body may, and if any contracts, commitments or payments are to be made prior to the adoption of the budget, shall by Resolution adopted prior to January 31st of the fiscal year, make appropriations to provide for the period between the beginning of the fiscal year and the adoption of the budget; and

WHEREAS, the total of the appropriations so made shall not exceed twenty-six and one-quarter percent (26.25%) of the total appropriations for all purposes in the budget for the preceding year, excluding in both instances, appropriations made for Interest and Debt Redemption, Capital Improvement Fund and Public Assistance; and

WHEREAS, twenty-six and one-quarter percent (26.25%) of the total appropriations as set forth above is Seven Million Three Hundred Sixteen Thousand Three Hundred Seven Dollars (\$7,316,307.00) for General Appropriations and One Million Six Hundred Ninety-Five Thousand Six Hundred Seventy-Four Dollars (\$1,695,674.00) for Sewer Utility Operations; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Council for the Township of Galloway, County of Atlantic and State of New Jersey, the appropriations attached herewith shall constitute the Temporary Budget for the Township of Galloway for the year 2025.

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION # 021-25

**A RESOLUTION OF THE TOWNSHIP OF GALLOWAY ADOPTING A CASH
MANAGEMENT PLAN PURSUANT TO THE PROVISIONS
OF N.J.S.A. 40A:5-14**

WHEREAS, 40A: 5-14b requires that a cash management plan be approved annually by majority vote of the governing body of the local unit and may be modified from time to time in order to reflect changes in federal or State law or regulations, or in the designations of depositories, funds or investment instruments or the authorization for investments; and

WHEREAS, the chief financial officer of the local unit shall be charged with administering the plan; and

WHEREAS, the chief financial officer has submitted a cash management plan for the year 2025 as seen in exhibit A attached; and

WHEREAS, this cash management plan has been prepared in accordance with the requirements of 40A:5-14,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Galloway, County of Atlantic and State of New Jersey that the cash management plan as presented in exhibit A attached is hereby approved.

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

Exhibit A

CASH MANAGEMENT PLAN OF THE TOWNSHIP OF GALLOWAY IN THE COUNTY OF ATLANTIC, NEW JERSEY

I. STATEMENT OF PURPOSE.

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

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

The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the Township of Galloway:

Galloway Township Current Fund
Galloway Township Sewer Operating Fund
Galloway Township General Capital Improvement Fund
Galloway Township Sewer Capital Fund
Galloway Township Dog License Fund
Galloway Township Housing Trust Fund
Galloway Township State & Federal Grant Fund
Galloway Township Payroll Fund
Galloway Township Special Escrow Fund
Galloway Township Special Law Enforcement Fund
Galloway Township Trust Escrow Fund
Galloway Township Utility Escrow Fund
Galloway Township Community Events Fund
Galloway Township Uniform Fire Safety Account
Galloway Township Tax Collector Special Account
Galloway Township Trust Fund-Other Account
Galloway Township Police Special Detail Account
Galloway Township Landfill Closure Account

**III. DESIGNATION OF OFFICIALS OF THE TOWNSHIP OF GALLOWAY
AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER
THE PLAN.**

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

IV. DESIGNATION OF DEPOSITORIES.

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

Bank of America
TD Bank
First National Bank of Absecon
Fulton Bank of NJ
New Jersey Cash Management Plan
OceanFirst
Parke Bank
PNC
South Jersey Federal Credit Union
Wells Fargo

All such depositories actually holding Township funds shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official referred to in Section III above.

**V. DESIGNATION OF OFFICIALS TO SIGN CHECKS AND WITHDRAWALS OF THE
TOWNSHIP OF GALLOWAY.**

Pursuant to N.J.S.A. 40A:5-17.B(2), that the following named officials shall sign checks and authorized withdrawals for the Township of Galloway:

Manager	Mayor
Chief Financial Officer	Tax Collector

All checks and withdrawals shall be signed with two (2) signatures (Any combination of the above positions) for all Township accounts unless otherwise indicated below.

The Township’s Payroll Account shall require only (1) signature namely the Chief Financial Officer, Manager, or Mayor.

The Township’s Tax Collector Special account shall require only one (1) signature namely the Tax Collector, Chief Financial Officer, or Controller.

VI. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIAL MAY DEAL.

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

VII. AUTHORIZED INVESTMENTS.

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

- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- (2) Government money market mutual funds;
- (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
- (4) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
- (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
- (6) Local government investment pools;
- (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P. L. 1977, c.281 (C.52:18A-90.4); or
- (8) Agreements for the repurchase of fully collateralized securities if:
 - (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
 - (b) the custody of collateral is transferred to a third party;
 - (c) the maturity of the agreement is not more than 30 days;
 - (d) the underlying securities are purchased through a public depository as defined in section 1 of P. L. 1970, c.236 (C.17:9-41); and
 - (e) a master repurchase agreement providing for the custody and security of collateral is executed.

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

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

- (a) which is registered with the Securities and Exchange Commission under the “Investment Company Act of 1940,” 15 U. S. C. sec. 80a-1 et seq., and operated in accordance with 17 C. F. R. sec. 270.2a-7.

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

Local Government Investment Pool. An investment pool:

- (a) which is managed in accordance with 17 C. F. R. sec. 270.2a-7;
- (b) which is rated in the highest category by a nationally recognized statistical rating organization;
- (c) which is limited to U. S. Government securities that meet the definition of an eligible security pursuant to 17 C. F. R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U. S. Government securities;
- (d) which is in compliance with rules adopted pursuant to the "Administrative Procedure Act," P. L. 1968, c. 410 (c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- (e) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- (f) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P. L. 1967 c.9 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U. S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U. S. Government securities.

VII. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGEMENT OF RECEIPT OF PLAN.

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Township of Galloway, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such

investments in the name of the Township of Galloway to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a “delivery versus payment” method to insure that such Permitted Investments are either received by the Township of Galloway or by a third party custodian prior to or upon the release of the Township’s funds.

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

VIII. REPORTING REQUIREMENTS.

Within 30 days after the end of each quarter during which this Plan is in effect, the Designated Official referred to in Section III hereof, shall supply to the governing body of the Township of Galloway a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Township of Galloway as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual or such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body of the Township of Galloway.

IX. SURPLUS REGENERATION

The Township of Galloway recognizes the importance of surplus as a budgetary revenue item. It is the goal of this policy to ensure that surplus anticipated is regenerated. Without the ability to keep surplus anticipated stable from year to year, the Township would have to seek alternate forms of revenue. Therefore it is the goal of this policy to utilize fifty percent or less of balance sheet surplus of the prior year as a current year revenue. More than fifty percent can be utilized if there is an explanation as to how the Township will regenerate close to one hundred percent of the prior year balance. When preparing the budget the Chief Financial Officer prepare a five year analysis of surplus which will include; surplus available (balance sheet), surplus anticipated (budget), and surplus remaining. If the amount remaining is less than fifty percent, then an explanation of how surplus will be regenerated will be included.

X. TERM OF PLAN.

This Plan shall be in effect from January 1, 2025 to December 31, 2025. Attached to this Plan is a resolution of the governing body of the Township of Galloway approving this Plan for such period. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Council, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.



TOWNSHIP OF GALLOWAY OFFICE OF THE TAX COLLECTOR

300 E. JIMMIE LEEDS ROAD GALLOWAY, NJ 08205
(609) 652-3700 Ext. 236 FAX (609)652-8737

Christian Johansen, CPA CTC
Tax Collector

RESOLUTION #022-25

MEETING DATE: January 7, 2025

AGENDA ITEM COMMENTARY

TITLE: Resolution to authorize method of payment of delinquent taxes once subject to tax sale

STAFF SOURCE: Chris Johansen, Tax Collector

DISCUSSION: All delinquent properties must be advertised in order to be included in a tax sale. If we take a property off the list due to receipt of a check and do not advertise that property, if the check is returned to us unpaid for any reason we will not be able to sell a lien on that property. Therefore, once the tax sale process has begun it is necessary to require that all payments be made using guaranteed funds (cash, money order, certified check, cashier's check).

EXHIBITS: Resolution

RECOMMENDATIONS: I recommend that the Resolution be approved.

RESOLUTION # 022-25

**RESOLUTION OF THE TOWNSHIP OF GALLOWAY AUTHORIZING METHOD OF
PAYMENT FOR DELINQUENT TAXES**

WHEREAS, the Township of Galloway conducts an accelerated tax sale each year; and

WHEREAS, any taxpayer who is delinquent as of **November 11** of the current year shall be included in the accelerated sale; and

WHEREAS, to ensure full payment prior to the date of the accelerated tax sale, the Township must know that taxes were paid in full;

NOW, THEREFORE, BE IT RESOLVED, that all delinquent payments for the year 2025 tendered after November 15, 2025, must be paid either by certified check, money order or cash.

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					



TOWNSHIP OF GALLOWAY TAX OFFICE

300 E. JIMMIE LEEDS ROAD GALLOWAY, NJ 08205
(609) 652-3700 EXT. 234 FAX: (609) 652-8737

Christian Johansen, CPA CTC
cjohansen@gtnj.org

RESOLUTION #023-25

MEETING DATE: January 7, 2025

AGENDA ITEM COMMENTARY

TITLE: Resolution authorizing rate of interest and year end penalty (6%) for real estate tax delinquency in excess of \$10,000 not paid prior to end of the calendar year.

STAFF SOURCE: Chris Johansen, CTC, Tax Collector

DISCUSSION: NJSA 54:4-67 allows a governing body of a municipality to fix a rate of interest on delinquent assessments.

EXHIBITS: Resolution

RECOMMENDATIONS: I recommend that the Resolution be approved.

RESOLUTION #023-25

A RESOLUTION AUTHORIZING INTEREST AN ADDITIONAL SIX PERCENT (6%) PENALTY FOR REAL ESTATE TAX DELINQUENCY IN EXCESS OF \$10,000.00 NOT PAID PRIOR TO THE END OF THE CALENDAR YEAR

WHEREAS, N.J.S.A. 54:4-67, as amended, provides for the rate of interest to be charged for nonpayment of taxes or assessments under various circumstances and an additional penalty of six percent (6%) of the amount of any delinquency of all taxes and municipal charges due on a given parcel of ground governing any number of quarters or years when said delinquency exceeds the sum of \$10,000.00 and is not paid prior to the end of a given calendar year; and

WHEREAS, the penalty for such a delinquency may not exceed six percent (6%) of the amount of the delinquency.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council for the Township of Galloway, County of Atlantic and State of New Jersey, that in accordance with N.J.S.A. 54:4-67 and 40:63-8 as amended, the rate of interest to be charged for nonpayment of taxes or assessments and/or sewer user fees, on or before the date that they would become delinquent is hereby fixed at eight percent (8%) per annum on the first One-Thousand Five Hundred Dollars (\$1,500.00) of delinquency and eighteen percent (18%) per annum on any amount in excess of One-Thousand Five Hundred Dollars (\$1,500.00) of delinquency, provided, however, that no interest shall be charged if payment of any installment is made within ten (10) days after the date upon which the same become payable, and that there shall be a six percent (6%) penalty for a delinquency representing the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years when the delinquency is in excess of \$10,000.00 and has not been paid prior to the end of a calendar year; and

BE IT FURTHER RESOLVED, that nothing in this Resolution shall be construed to extend that time when taxes shall become due and payable nor shall it be construed to extend the time for which any interest shall run in the event that said taxes are not paid within the ten (10) days period hereinabove set forth;

BE IT FURTHER RESOLVED, that when calculating the amount of the delinquency, the calculation shall include the sum of all taxes and municipal charges from year to year and is not to be calculated on an individual year basis.

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					



**TOWNSHIP OF GALLOWAY
OFFICE OF THE TAX COLLECTOR**

300 E. JIMMIE LEEDS ROAD GALLOWAY, NJ 08205
(609) 652-3700 Ext. 236 FAX (609)652-8737

Christian Johansen, CPA CTC
Tax Collector

RESOLUTION #024-25

MEETING DATE: January 7, 2025

AGENDA ITEM COMMENTARY

TITLE: Resolution to cancel debit and credit balances less than \$10.00

STAFF SOURCE: Chris Johansen, Tax Collector

DISCUSSION: NJ Statutes allow for the tax collector to cancel small delinquent balances. If not canceled the collector would have to attempt to sell liens on those properties with balances of less than \$10.00.

EXHIBITS: Resolution

RECOMMENDATIONS: I recommend that the Resolution be approved.

RESOLUTION #024-25

**RESOLUTION OF THE TOWNSHIP OF GALLOWAY AUTHORIZING
CANCELLATION OF PROPERTY TAX CREDITS OR DELINQUENT
AMOUNTS OF LESS THAN \$10**

WHEREAS, N.J.S.A. 40A:5-17.1 provides that a municipality may authorize the cancellation of property tax refunds or delinquent amounts in amounts of less than \$10; and

WHEREAS, the governing body may authorize the tax collector to process, without further action on their part, any cancellation of levied municipal overpayments or delinquencies of less than \$10;

NOW, THEREFORE, BE IT RESOLVED, that the Tax Collector is hereby authorized to cancel said tax amounts as deemed necessary.

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					



**TOWNSHIP OF GALLOWAY
OFFICE OF THE TAX COLLECTOR**

300 E. JIMMIE LEEDS ROAD GALLOWAY, NJ 08205
(609) 652-3700 Ext. 234 FAX (609)652-8737

Christian Johansen, CPA CTC
Tax Collector

RESOLUTION #025-25

MEETING DATE: January 2, 2025

AGENDA ITEM COMMENTARY

TITLE: A Resolution authorizing a tax sale and establish the costs of mailings of tax sale notices.

STAFF SOURCE: Chris Johansen, Tax Collector

DISCUSSION: NJSA 54:5-19 allows a governing body of a municipality to authorize an accelerated tax sale as well as substitute up to two mailings in place of news paper advertising. It also allows for a separate fee for the mailings in lieu of advertising. The allowable fee is a maximum of \$25 per mailing.

EXHIBITS: Resolution

RECOMMENDATIONS: I recommend that the Resolution be approved.

RESOLUTION #025-25

A RESOLUTION OF THE TOWNSHIP OF GALLOWAY AUTHORIZING A TAX SALE AND ESTABLISH THE COSTS OF MAILINGS OF TAX SALE NOTICES

WHEREAS, N.J.S.A. 54:5-19 provides that a municipality may conduct a Tax Sale, in the last month of the fiscal year, for unpaid taxes or any municipal liens, or parts thereof, which are in arrears on the 11th day of the eleventh month in the fiscal year when same are due; and

WHEREAS, N.J.S.A. 40A:4-40.2 provides that a municipality may reduce its reserve for uncollected taxes by deducting any or all receipts anticipated during the fiscal year from the sale of unpaid taxes or municipal liens when concluded in the final month of the fiscal year as allowed pursuant to R.S. 54:5-19, and

WHEREAS, N.J.S.A. 54:5-26 permits the governing body of each municipality in lieu of two normal lien advertisement publications, to notice property owners by regular or certified mail and allows a maximum of \$25.00 per mailing to be charged to cover the costs of the mailed notice; and

NOW, THEREFORE, BE IT RESOLVED by the Municipal Council of the Township of Galloway, County of Atlantic and State of New Jersey that in accordance with N.J.S.A. 40A:4-40.2, N.J.S.A. 54:5-19, and N.J.S.A. 54:5-26 the Tax Collector is hereby directed to conduct an accelerated tax sale for all unpaid taxes or any municipal liens, or parts thereof, on real property, which remains in arrears on the 11th eleventh month in the fiscal year when same are due and that the Tax Collector is hereby authorized to charge \$25.00 per mailing the tax sale notices in lieu of advertisement. and

BE IT FURTHER RESOLVED that said accelerated tax sale shall be conducted no earlier than in the last month of the fiscal year.

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION #026-25

ESTABLISHING ROBERTS RULES OF ORDER AND CONDUCT FOR ALL TOWNSHIP COUNCIL MEETINGS AND SPECIAL MEETINGS FOR THE YEAR 2025

WHEREAS, it is in the interest of the Township of Galloway to adopt standing rules of order and regulations for participation at Township Council Meetings for the purpose of promoting efficiency and ensuring that the public has a fair opportunity to comment when permitted to do so.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of Galloway Township adopt the following standing rules of order and conduct for City Council Meetings:

- A. Adoption of Roberts Rules of Order.
 - a. Township Council meetings shall use Robert's Rules of Order, 11th edition, as a guide to meeting procedures.
- B. Regulations of Participation at Township Council Meetings.
 - a. The Mayor must recognize a speaker.
 - b. The person must state his or her name, and address of residence for the record.
 - c. All persons recognized by the Mayor must engage in respectful and orderly discourse. In the event of disrespectful, vulgar or inflammatory discourse, the Mayor may exercise discretion and terminate the person's right to speak.

Members of the public shall be given up to five minutes to address the Governing Body regardless of the number of issues during the Public Portion of the meeting and shall not be entitled to "borrow" time from others. At the discretion of the Mayor, and subject to the consent by the majority of the Council at a given meeting, this time allocation may be relaxed and extended, which relaxation or suspension shall not constitute a binding precedent for other speakers on other issues. The limitations imposed herein relate solely to the Public portion of the meeting and are not intended to apply to the Regular Business Meeting.

I, Kelli Danieli, RMC, Municipal Clerk of the Township of Galloway, do hereby certify that the foregoing Resolution was duly adopted at the annual reorganization meeting of the Governing Body, held this 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION # 027-25

A RESOLUTION OF THE TOWNSHIP OF GALLOWAY APPROVING THE MAYORS APPOINTMENTS TO THE ENVIRONMENTAL COMMISSION

WHEREAS, Chapter 33 of the Galloway Codified Ordinances, vacancies exist on the Galloway Township Environmental Commission; and

WHEREAS, the Municipal Council of the Township of Galloway is desirous of approving the Mayor's said appointments;

NOW, THEREFORE, BE IT RESOLVED, by the Municipal Council for the Township of Galloway, County of Atlantic and State of New Jersey, that the following people be appointed to the Environmental Commission:

Member: 3 Yr. Term Expire 12/31/2026

- Tony DiPietro (council member)
- James Pullaro
- Eric Schrading

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION # 028-25

A RESOLUTION OF THE TOWNSHIP OF GALLOWAY APPOINTING MEMBERS TO THE GALLOWAY TOWNSHIP EQUAL OPPORTUNITY ADVISORY COMMITTEE

WHEREAS, Chapter 37 of the Galloway Codified Ordinances, Affirmative Action Program, provides for an Equal Opportunity Advisory Committee (EOAC) whose members are to be nominated by the EOAC and the Township Council and serve for terms as set forth in Article I, Section E, Subsection 3 (c) of the Affirmative Action Program; and

WHEREAS, the Township Council is desirous of appointing members to fill the vacancies and the EOAC previously existing has nominated the following individual for the respective terms listed below;

NOW, THEREFORE, BE IT RESOLVED that the following named persons are hereby appointed for their respective terms as a member of the Equal Opportunity Advisory Committee:

A. Council Members (1 Yr Term to Expire 12/31/24)

- Cliff Sudler
- Umar Muhammad

B. Members (2 Yr Term to Expire 12/31/25)

- Tony Coppola

C. Members (3 Yr. Term to Expire 12/31/26)

- Chirag Desai

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION #029-25

A RESOLUTION OF THE TOWNSHIP OF GALLOWAY APPOINTING MEMBERS TO THE PARKS AND RECREATION ADVISORY COMMITTEE

WHEREAS, Chapter 5 of the Galloway Codified Ordinances, Galloway Township Parks and Recreation Advisory Committee was formed by Ordinance # 1675 of 2007; and

WHEREAS, the Municipal Council of the Township of Galloway is desirous of making said appointments:

NOW, THEREFORE, BE IT RESOLVED, by the Municipal Council for the Township of Galloway, County of Atlantic and State of New Jersey, that the following people be appointed to serve on the Parks and Recreation Advisory Committee for the term hereinafter set forth:

A. Members (Term 1-year - December 31, 2024)

- Rich Clute
- Tom Bassford
- RJ Amato

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION #030-25

A RESOLUTION OF THE TOWNSHIP OF GALLOWAY APPOINTING MEMBERS TO THE GALLOWAY TOWNSHIP PLANNING BOARD

WHEREAS, Chapter 59 of the Galloway Codified Ordinances, the statutes of the State of New Jersey and the ordinances for the Township of Galloway provide for the appointment of a Planning Board; and

WHEREAS, there are vacancies on the Planning Board to be filled; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, that the following persons be appointed a member of the Planning Board in the classes and for the terms hereinafter set forth:

A. Regular Members

Class I (Mayor or Mayor's Designee) (for a period ending 12/31/24)

- Rich Clute

Class II (Official of Municipality) (for a period ending 12/31/24)

- Matt Ayers

Class III (Member of Governing Body) (for a period ending 12/31/24)

- Anthony Coppola

Class IV (4 yr term) (Citizens of the Municipality) for a period ending 12/31/27)

- Jim Cox
- Christine Jordan

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION #031-25

A RESOLUTION OF THE TOWNSHIP OF GALLOWAY APPOINTING MEMBERS TO THE ZONING BOARD

WHEREAS, Chapter 59 of the Galloway Codified Ordinances, vacancies exist on the Galloway Township Zoning Board; and

WHEREAS, the Municipal Council of the Township of Galloway is desirous of making said appointments;

NOW, THEREFORE, BE IT RESOLVED, by the Municipal Council for the Township of Galloway, County of Atlantic and State of New Jersey, that the following people be appointed to serve on the Zoning Board of Adjustment in the class and for the term hereinafter set forth:

Member (4 yr. term December 31, 2027)

- Robert Bruno
- Dan Gallagher

Member (filling unexpired term 12/31/2025)

- Dave Maxwell

Member (filling unexpired term 12/31/24)

- Jim Delcane

Alternate Members (2 yr. term December 31, 2024)

- Lisa Tilton – filling unexpired term of Jim Delcane

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION #032-25

**A RESOLUTION OF THE TOWNSHIP OF GALLOWAY APPOINTING FIRE POLICE FOR
THE TOWNSHIP OF GALLOWAY**

WHEREAS, the Township Council for the Township of Galloway desires to designate certain members of the Galloway Township Volunteer Fire Companies as Township Fire Police;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council for the Township of Galloway, County of Atlantic and State of New Jersey, that the following named members of the Galloway Township Volunteer Fire Companies be and the same hereby are designated as Galloway Township Fire Police:

OCEANVILLE VOL. FIRE COMPANY NO. 1

- John W Mooney

GERMANIA VOL. FIRE COMPANY NO. 2

- Bob Bugdon

POMONA VOL. FIRE COMPANY NO. 3

N/A

BAYVIEW VOL. FIRE COMPANY NO. 4

- Dave Dell-Priscoli

SOUTH EGG HARBOR VOL. FIRE COMPANY NO. 5

- Thomas Nardozza

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION #033-25

A RESOLUTION OF THE TOWNSHIP OF GALLOWAY APPOINTING MEMBERS TO THE GALLOWAY TOWNSHIP ECONOMIC DEVELOPMENT COMMITTEE

WHEREAS, Chapter 5 of the Galloway Codified Ordinances, the statutes of the State of New Jersey and the ordinances for the Township of Galloway provide for the appointment of an Economic Development Committee; and

WHEREAS, there are vacancies on the Economic Development Committee to be filled; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, that the following persons be appointed as members of the Economic Development Committee and for the terms hereinafter set forth:

Council Members (1 Yr. Term for a period ending 12/31/2024)

- Tony DiPietro
- Tony Coppola
- Rich Clute

Members (3 Yr. Term for a period ending 12/31/2026)

- Russell Banks
- Jennifer Heller

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTION #034-25

**A RESOLUTION OF THE TOWNSHIP OF GALLOWAY,
COUNTY OF ATLANTIC AND STATE OF NEW JERSEY
ACKNOWLEDGING THE MAYOR’S APPROVAL OF EMERGENCY
MANAGEMENT COORDINATOR AND DEPUTIES**

WHEREAS, the Mayor of every municipality in the State of New Jersey shall appoint a Municipal Emergency Management Coordinator as provided by N.J.S.A. 40:69A-95; and

WHEREAS, the Emergency Management Coordinator shall serve for a term of three (3) years; and

WHEREAS, the Mayor has appointed Joseph Picardi as Galloway Township’s Emergency Management Coordinator for a term ending on December 31, 2026; and

WHEREAS, the State Office of Emergency Management requires each Emergency Management Coordinator to appoint one or more Deputy Emergency Management Coordinators with the approval of the Mayor;

WHEREAS, the Mayor approves Richard Maxwell, William Kline, Ian Capp and John Foulke, Anthony Giardina and Howard Cohen to serve as Deputies under the direction of the Emergency Management Coordinator for the duration of his term, which ends on December 31, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Municipal Council of Galloway Township hereby acknowledges such approvals by the Mayor.

Certified to be a true copy of a Resolution adopted by the Municipal Council of the Township of Galloway, County of Atlantic and State of New Jersey on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

RESOLUTON # 035-25

GALLOWAY TOWNSHIP CERTIFICATION OF COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the Governing Body of the Township of Galloway, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

Certified to be a true copy of a Resolution adopted by the Municipal Council for the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January 2025.

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					

**GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183 OF COMPLIANCE WITH THE UNITED STATES EQUAL
EMPLOYMENT OPPORTUNITY COMMISSION'S
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the
Civil Rights Act of 1964"**

**GROUP AFFIDAVIT FORM FOR GALLOWAY TOWNSHIP
NO PHOTO COPIES OF SIGNATURES**

STATE OF NEW JERSEY
COUNTY OF *ATLANIC*

We, members of the governing body of Galloway Township being duly sworn according to law, upon our oath depose and say:

1. We are duly elected members of the Township of Galloway in the county of Atlantic County;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012);
3. We are familiar with the local unit's hiring practices as they pertain to the consideration of an individual's criminal history;
4. We certify that the local unit's hiring practices comply with the above-referenced enforcement guidance.

Anthony Coppola

R.J. Amato

Richard Clute

Umar Muhammad

Tony DiPietro

Cliff Sudler

Tom Bassford

Sworn to and subscribed before me this
_____ day of _____
Notary Public of New Jersey

Clerk

The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be executed before a municipality or county can submit its approved budget to the Division of Local Government Services. The executed certificate and the adopted resolution must be kept on file and available for inspection.

RESOLUTION #036-25

A RESOLUTION OF THE TOWNSHIP OF GALLOWAY APPOINTING MEMBERS TO THE VETERANS' ADVISORY BOARD

WHEREAS, vacancies exist on the Galloway Township Veterans' Advisory Board; and

WHEREAS, the Municipal Council of the Township of Galloway is desirous of making said appointments;

NOW, THEREFORE, BE IT RESOLVED, by the Municipal Council for the Township of Galloway, County of Atlantic and State of New Jersey, that the following people be appointed to serve on the Veteran's Advisory Board in the class and for the term hereinafter set forth:

Regular Member (3 Year Term Expires on 12/31/24)

- Cliff Sudler (chairman)
- Russell Konrady (vice-chairman)
- Anthony Coppola
- Rich Clute
- Steve Stokes
- Justin Vidal
- Robert Zussman
- John DeMarco

Certified as a true copy of a Resolution adopted by the Township Council of the Township of Galloway, County of Atlantic and State of New Jersey, on the 7th day of January, 2025.

TOWNSHIP OF GALLOWAY

Kelli Danieli, RMC
Township Clerk

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Amato					
Bassford					
Clute					
DiPietro					
Sudler					
Umar					
Coppola					



TO: Risk Management Consultants
FROM: Melissa Bush, Financial Analyst
DATE: October 3, 2024
RE: **2025 RMC Resolutions and Agreements**

~~~~~  
The Risk Management Consultant Resolutions and Agreements, which you have on file with the ACM JIF, will expire at the year's end. For your convenience, we have attached a **sample** *JIF Risk Management Consultant Agreement* and *JIF Risk Management Consultant Resolution*.

Please **do NOT** change the Not to Exceed (NTE) amount in the Resolution as this is what the JIF bylaws dictate (NTE 6%). The actual fee may be listed separately on the Resolution or is can be left out as the Agreement is your contract.

The RMC fee is reflected in the **RMC Agreement document, page 3, number 3.** Please make certain you have either a dollar amount listed OR a percentage, not both.

If you are the Risk Management Consultant for more than one municipality, please have one set executed for **EACH municipality** you represent.

In order to have the 1<sup>st</sup> installment RMC fee paid according to the billing schedule set by the JIF Finance Committee (February), **signed copies of BOTH the Resolution appointing the RMC and the RMC Agreement MUST be received in our office no later than January 23, 2025.** If it is received after the noted date, the 1<sup>st</sup> installment fee will be paid in the next billing cycle following receipt of documents.

Please email [Melissa\\_Bush@RPAdmin.com](mailto:Melissa_Bush@RPAdmin.com) (email is preferred method) OR forward the **fully executed** documents to:

ACM JIF  
Attn: Melissa Bush  
6000 Sagemore Dr, Suite 6203  
Marlton, NJ 08053

If you have any questions, please contact me. Thank you.

Attachments

Copy: Fund Commissioners  
Alternate Fund Commissioners  
Municipal Clerks  
Risk Management Distribution (PF, KP, JP)

File: ACM/2025/Risk Management Consultant Agreements      Tab: Notification Letter

**RESOLUTION \_\_\_\_\_**  
**RISK MANAGEMENT CONSULTANT**  
**ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

WHEREAS, the Governing Body of **(INSERT MUNICIPALITY)** is a member of the **Atlantic County Municipal Joint Insurance Fund**, a self insurance pooling fund, and;

WHEREAS, the Bylaws of said Fund require that each municipality appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the Bylaws and;

WHEREAS, the **JIF Bylaws indicate a fee Not To Exceed six percent (6%)** of the municipal assessment (as dictated by the accompanying agreement) which expenditure represents reasonable compensation for the services required and was included in the cost considered by the governing body and;

WHEREAS, NJSA 40A:11-5 (1) (m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspecifiable service; and

WHEREAS, the experience, knowledge of public insurance and risk management issues and judgmental nature required of a Risk Management Consultant are clearly an extraordinary unspecifiable service which therefore render competitive bidding impractical;

NOW THEREFORE, be it resolved that the governing body of **(INSERT MUNICIPALITY NAME HERE)** does hereby appoint **(INSERT RISK MANAGEMENT COMPANY OR INDIVIDUAL RMC)** as its Risk Management Consultant in accordance with 40A:11-5 and;

BE IT FURTHER RESOLVED that the governing body is hereby authorized and directed to execute the 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).

CLERK: \_\_\_\_\_  
*(signature)*

PRINT NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

**RISK MANAGEMENT CONSULTANT AGREEMENT**  
**ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

This Agreement, entered into this           (insert day)           day of           (insert month)          , between the           (insert Municipality's name)           (hereinafter referred to as the "Municipality") and           (insert Risk Mgmt Company)          , a Corporation of the State of New Jersey, and           (insert individual rep if applicable)          , the responsible agent, having their principal office located at           (insert address)           (hereinafter referred to as the "Consultant").

**WHEREAS**, the Consultant has offered the services to the Municipality as the Professional Risk Management Consultant as required in the Bylaws of the Atlantic County Municipal Joint Insurance Fund; and

**WHEREAS**, the Municipality desires to contract for these professional services pursuant to the resolution adopted by the Mayor and Council of the Municipality at a meeting held on           (insert date)          ;

**NOW THEREFORE**, the parties in consideration of the mutual promises and covenants set forth in this Agreement, agree as follows:

1. For and in consideration of the compensation set forth in Paragraph 3 of this Agreement, the Consultant hereby agrees to provide Professional Risk Management services to the Municipality as follows:
  - A) The Consultant shall assist the MUNICIPALITY in identifying its insurable exposures and shall recommend professional methods to reduce, assume or transfer the risk of loss.
  - B) The Consultant shall assist the MUNICIPALITY in understanding and selecting the various types of coverage and limits available from the Atlantic County Municipal Joint Insurance Fund.
  - C) The Consultant shall review with the MUNICIPALITY any additional types of coverage that the Consultant believes the MUNICIPALITY should purchase that are not available from the Fund. The Consultant shall purchase and bind any additional types of coverage authorized by the MUNICIPALITY.
  - D) The Consultant shall assist the MUNICIPALITY in the preparation of applications, statements of values and other documents requested by the Fund. However, this Agreement does not include any appraisal work by the Consultant.
  - E) The Consultant shall review the MUNICIPALITY's annual assessment as prepared by the Fund, and shall assist the MUNICIPALITY in the preparation of its annual insurance budget.
  - F) The Consultant shall review the loss and engineering reports for the MUNICIPALITY, and shall assist the Safety Committee in its loss containment objectives within the MUNICIPALITY.
  - G) The Consultant shall attend and actively participate in the MUNICIPALITY's Safety Committee activities and meetings, and shall present information to the Safety Committee on Safety related topics.

- H) The Consultant shall attend the MUNICIPALITY's Member Accident Review Panel meetings and assist the MUNICIPALITY in determining the cause of accidents. The Consultant shall suggest any remedial actions necessary to avoid future accidents.
- I) The Consultant shall assist the MUNICIPALITY in determining the necessary training for each employee in each Municipal Department based upon the employee's job description and in accordance with OSHA and other governmental regulations.
- J) The Consultant shall assist the MUNICIPALITY in scheduling employee training, both internal and external, including the tracking of course attendance and completion of course requirements.
- K) The Consultant shall review the MUNICIPALITY's loss data on a regular basis and prepare reports to the MUNICIPALITY on recent losses, open claims, and loss trends.
- L) The Consultant shall assist the MUNICIPALITY by reporting to the Fund changes in exposures including the deletion and addition of vehicles, equipment, and properties and the contracting of Municipal services to third parties.
- M) The Consultant shall assist the MUNICIPALITY and Fund professionals in the annual renewal process including the gathering and verification of exposure data.
- N) The Consultant shall order Certificates of Insurance from the Fund.
- O) The Consultant shall review Certificates of Insurance received by the MUNICIPALITY.
- P) The Consultant shall review proposed contracts between the MUNICIPALITY and organizations and contractors to verify that the appropriate indemnification and hold harmless language is contained in the Contract and that the Certificate of Insurance Guidelines are being followed.
- Q) The Consultant shall evaluate and advise the MUNICIPALITY on the risk management aspects of public events being staged or sponsored by the MUNICIPALITY.
- R) The Consultant shall review the annual coverage documents to verify the accuracy of the policies.
- S) The Consultant shall respond to questions regarding coverage from the MUNICIPALITY's officials.
- T) The Consultant shall actively attend and participate on the Fund Subcommittees as authorized by the Fund Bylaws.
- U) The Consultant shall regularly attend the Monthly Executive Committee meetings of the Fund.
- V) The Consultant shall execute and file with the MUNICIPALITY, as part of this agreement, and the Executive Director's office a copy of the Atlantic County Municipal Joint Insurance Fund Confidentiality Agreement.
- W) The Consultant shall at least twice annually, prepare and present a written report to the Governing Body of the MUNICIPALITY outlining the MUNICIPALITY's Insurance and Safety Program.
- X) The Consultant shall perform any other services required by the Fund's Bylaws.

2. The term of this Agreement shall be for a period of **one (1) year commencing the first day of January, 2025**, or from the effective date of coverage, unless this Agreement is terminated as set forth in Paragraph 5 of this Agreement.
3. The Fund Bylaws allow the Municipality to pay its Consultant for services rendered, no more than 6% of the Municipalities gross assessment; therefore, the Municipality authorizes the Fund to pay its Consultant, as compensation for services rendered, **(INSERT \$ amount OR %) (flat fee OR set percentage fee of the Municipality's gross assessment)**. Said fee shall be paid to the Consultant within thirty (30) days of the payment of the Municipality's assessment to the Fund. The Consultant shall receive no other compensation or commission for the placement or servicing of any municipal coverage with the Fund.
4. For any type of coverage that is authorized by the Municipality, to be purchased outside of the coverage offered by the Fund, the Consultant shall receive as his full compensation, the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the Fund's assessment in computing the fee outlined in Paragraph 3 of this Agreement.
5. Either party may cancel this Agreement at any time by notifying the other party, in writing, of their intention to terminate this Agreement. The termination shall be effective on the ninetieth day after service of the notice. The compensation provided for in Paragraph 3 shall be pro-rated to the date of termination.

---

ATTEST: MUNI (SIGNATURE)

---

MUNICIPAL REPRESENTATIVE (SIGNATURE)

---

PRINT NAME OF MUNI ATTESTER

---

PRINT NAME OF MUNICIPAL REP ABOVE

---

DATE

---

PRINT NAME OF MUNICIPALITY

---

ATTEST CONSULTANT (SIGNATURE)

---

RISK MANAGER CONSULTANT (SIGNATURE)

---

PRINT NAME OF RMC ATTESTER

---

PRINT NAME OF RMC ABOVE

---

DATE

---

PRINT RMC FIRM



**“RESOLUTION”**  
**RISK MANAGEMENT CONSULTANT**  
**ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

WHEREAS, the **Township of Galloway** is a member of the **Atlantic County Municipal Joint Insurance Fund**, a self-insurance pooling fund, and;

WHEREAS, the Bylaws of said Fund require that each municipality appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the Bylaws and;

WHEREAS, the Bylaws indicate a fee Not To Exceed six percent (6%) 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 that the governing body of **Township of Galloway** does hereby appoint **Hardenbergh Insurance Group** as its Risk Management Consultant in accordance with 40A:11-5 and;

BE IT FURTHER RESOLVED that the governing body is hereby authorized and directed to execute the 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).

**ATLANTIC COUNTY  
MUNICIPAL JOINT INSURANCE FUND**

**RISK MANAGEMENT CONSULTANT CONFIDENTIALITY  
AGREEMENT**

**WHEREAS**, the Atlantic County Municipal Joint Insurance Fund, in order to properly discharge its duties and obligations, must consider and discuss certain confidential information regarding specific general liability (property, automobile, trip and fall, and civil rights), Workers' Compensation, Employment Practices Liability, Public Officials Liability and other types of claims against Member Municipalities, and certain confidential information regarding any Member Municipalities' claims history, loss ratios, litigation strategies, safety history, assessment strategies and renewal information; and

**WHEREAS**, the discussion of claims against Member Municipalities, the evaluation of the factual and legal issues relating to said claims, and the discussion of settlement, liability, authority and other issues surrounding said claims must remain confidential in order to best respect the privacy of the individuals involved and/or to preserve the tactical and strategic defense of actual and/or pending litigation arising out of said claims; and

**WHEREAS**, the discussion of claims history, loss ratios, litigation strategies, safety history, assessment strategies and renewal information must also remain confidential in order to best protect the interest of the Fund and its Member Municipalities; and

**WHEREAS**, any discussion relating to said claims may take place at meetings of the Fund Commissioners, meetings of the Executive Committee, meetings of the Claims Committee, meetings of the Safety Committee, meetings of the Coverage Committee, meetings of the EPL/POL Committee, meetings of the Finance Committee or directly with one or more of the representatives of the Member Municipality, Assigned Defense Counsel designated by the Fund and/or Fund Professionals; and

**WHEREAS**, the undersigned will, from time to time, participate in the consideration, evaluation, and discussion of claims, litigation strategies, assessment strategies, safety history, loss ratios and renewal information in order to provide their assistance and expertise to the Atlantic County Municipal Joint Insurance Fund and the Member Municipality upon whose behalf the RMC is acting.

**NOW, THEREFORE**, I, the undersigned, hereby specifically agree as follows:

1. I will not disclose any matter discussed in any closed session, claims meeting, or other meeting or event in which I participate or which is set forth in any document made available to me or which is discussed with me by any person on behalf of the Atlantic County Municipal Joint Insurance Fund and/or its participating local units, to any person or entity not authorized to receive that information by the Atlantic County Municipal Joint Insurance Fund.
2. I acknowledge that, by virtue of my position, I have a fiduciary relationship to the Member Municipality for which I perform RMC services and, in addition, I owe a duty to the Atlantic County Municipal Joint Insurance Fund to best protect its Member Municipalities' rights, privileges, and defenses regarding any discussions in which I may be involved, and that I am bound by the following standards:
  - a. Neither I nor any member of my immediate family shall have an interest in a business organization or engage in any business, transaction, or professional activity, which is in substantial conflict with the proper discharge of my responsibilities to the Member Municipality on whose behalf I am acting and to the Atlantic County Municipal Joint Insurance Fund; and
  - b. I shall not use or attempt to use my position to secure unwarranted privileges or advantages for myself or others; and
  - c. I shall not act in my official capacity in any matter where I, a member of my immediate family, or a business organization in which I have an interest, has a direct or indirect financial interest or personal involvement that might reasonably be

expected to impair my objectivity or independence or judgment; and

- d. I shall not undertake any employment or service, whether compensated or not, which might reasonably be expected to prejudice my independence or judgment in the exercise of my responsibilities to the Member Municipality which I represent and to the Atlantic County Municipal Joint Insurance Fund; and
  - e. Neither I or any business organization in which I have an interest shall represent any person or party other than the Member Municipality which I represent and the Atlantic County Municipal Joint Insurance Fund in connection with any claim against any Member Municipality and the Atlantic County Municipal Joint Insurance Fund; and
  - f. I shall not, at any time or in any manner, disclose, convey, transmit, copy or otherwise make available any information and/ or document(s) not generally available to the members of the public which I receive or acquire by reason of my position as an RMC for a Member Municipality and the Atlantic County Municipal Joint Insurance Fund for the purpose of securing financial gain, directly or indirectly, for myself or for any other person;
3. I will use caution and discretion in the storage and/or disposal of any information or documents received, directly or indirectly, by me or by virtue of my relationship to the Member Municipality and the Atlantic County Municipal Joint Insurance Fund.
4. I hereby recognize that, by virtue of my position as an RMC for a Member Municipality, I am entitled to participate in any or all

discussions of claims related to the Member Municipality that I represent. I understand that the decision to permit me to participate in any of the discussions referred to previously in this document is a privilege granted by the Atlantic County Municipal Joint Insurance Fund. I understand that the Fund and its Committees shall have the right to bar me from the discussion of any claims or other issues in the event that I violate any of the aforementioned standards. I also recognize that, by virtue of my position, I may acquire knowledge relating to other Member Municipalities other than the Member Municipality which I represent and, accordingly, I agree to be bound by this document in relation to any such information I may acquire.

5. In the event of a violation of this agreement by me, I recognize that I may be subject to punishment, sanctions, dismissal, and/or penalties, or a combination of these remedies which may be imposed by the Member Municipality on whose behalf I am acting, and I further recognize that the Atlantic County Municipal Joint Insurance Fund may request that the local unit take such action.

**IN WITNESS WHEREOF**, I have hereunto affixed my signature on the date set forth below:

|              |             |        |
|--------------|-------------|--------|
| _____        | _____       | _____  |
| (Print Name) | (Signature) | (Date) |

|                |         |
|----------------|---------|
| _____          | _____   |
| (Company Name) | (Title) |

**“AGREEMENT”**  
**RISK MANAGEMENT CONSULTANT**  
**ATLANTIC COUNTY**  
**MUNICIPAL JOINT INSURANCE FUND**

This agreement, entered into this \_\_\_\_ day of **January, 2025**, between the **Township of Galloway** (hereinafter referred to as Municipality) and **Hardenbergh Insurance Group** (Corporation) of the State of New Jersey, having its principal office at **8000 Sagemore Dr., Suite 8101, Marlton, NJ 08053** (hereinafter referred to as the Consultant).

**WHEREAS**, the Consultant has offered to the **Municipality** professional risk management consulting services as required in the Bylaws of the Atlantic County Municipal Joint Insurance Fund, and

**WHEREAS**, the **Municipality** desires these professional services pursuant to the resolution adopted by the Mayor and Council of the Municipality at a meeting held **January , 2025**;

**NOW THEREFORE**, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. For and in consideration of the compensation set forth in Paragraph 3 of this Agreement, the Consultant hereby agrees to provide Professional Risk Management services to the Municipality as follows:
  - A) The Consultant shall assist the **Municipality** in identifying its insurable exposures and to recommend professional methods to reduce, assume or transfer the risk of loss.
  - B) The Consultant shall assist the **Municipality** in understanding and selecting the various coverages and limits available from the Atlantic County Municipal Joint Insurance Fund.
  - C) The Consultant shall review with the MUNICIPALITY any additional types of coverage that the Consultant believes the MUNICIPALITY should purchase that are not available from the Fund. The Consultant shall purchase and bind any additional types of coverage authorized by the MUNICIPALITY.
  - D) The Consultant shall assist the MUNICIPALITY in the preparation of applications, statements of values and other documents requested by the Fund. However, this Agreement does not include any appraisal work by the Consultant.
  - E) The Consultant shall review the MUNICIPALITY’s annual assessment as prepared by the Fund and shall assist the MUNICIPALITY in the preparation of its annual insurance budget.

- F) The Consultant shall review the loss and engineering reports for the MUNICIPALITY and shall assist the Safety Committee in its loss containment objectives within the MUNICIPALITY.
  - G) The Consultant shall assist where needed in the settlement of claims, with the understanding that the scope of the Consultant's involvement does not include the work normally done by a public adjuster.
  - H) Any other services required by the Fund's Bylaws.
- 2. The term of this agreement shall be for one (1) year from the **first day of January 2025**, or from the effective date of coverage, unless terminated as hereinafter provided in this agreement.
  - 3. The Municipality authorizes the Fund to pay its Consultant, as compensation for services rendered, an amount of **Twenty Four Thousand Dollars (\$24,000)** based on the Municipality's annual assessment as promulgated by the Fund. Said fee shall be paid within 30 days of payment of the member's assessment. The Consultant shall receive no other compensation or commission for the placement or servicing of any municipal coverage with the Fund.
  - 4. For any coverages, authorized by the **Municipality**, to be placed outside of the Fund, the Consultant shall receive as his full compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the Fund's assessment in computing the fee outlined in Item 3 above.
  - 5. Either party may cancel this Agreement, with cause, at any time by mailing to the other written notice calling for termination at any time not less than ninety (90) days thereafter. Fees shall be pro-rated to the date of termination.

ATTEST: \_\_\_\_\_

MUNICIPALITY: \_\_\_\_\_

Mayor

ATTEST: \_\_\_\_\_

CONSULTANT: \_\_\_\_\_

Jon Sharp

DATE: \_\_\_\_\_