

1. AGENDA PACKET

Documents:

[01-06-25-REORGANIZATION PACKET.PDF](#)

# CITY OF RAHWAY ANNUAL REORGANIZATION MEETING

MONDAY, JANUARY 6, 2025  
7:00 P.M.

HAMILTON STAGE (UCPAC)  
RAHWAY, NJ

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<b>PRESENTATION OF THE COLORS</b>	M CJROTC
<b>PLEDGE OF ALLEGIANCE</b>	Mayor Raymond A. Giacobbe
<b>INVOCATION</b>	Pastor Anthony Miller, Jr. Second Baptist Church
<b>OPEN PUBLIC MEETING LAW</b>	Heather Capone, City Clerk
<b>NATIONAL ANTHEM</b>	Rahway High School Madrigals
<b>CERTIFICATION OF ELECTION</b>	Heather Capone, City Clerk
<b>OATH OF OFFICE FOR COUNCIL ADMINISTERED BY</b>	Honorable Alfmarand Montesdeoca Honorable Raymond A. Giacobbe Mayor of the City of Rahway
<b>OATH OF OFFICE FOR COUNCIL ADMINISTERED BY</b>	Honorable Karla Timmons Tamara W. Timmons Notary Public
<b>OATH OF OFFICE FOR COUNCIL ADMINISTERED BY</b>	Honorable Vannie D. Parson Honorable Raymond A. Giacobbe Mayor of the City of Rahway
<b>OATH OF OFFICE FOR COUNCIL ADMINISTERED BY</b>	Honorable David Brown Honorable Raymond A. Giacobbe Mayor of the City of Rahway
<b>OATH OF OFFICE FOR COUNCIL ADMINISTERED BY</b>	Honorable Danielle Newbury Honorable Raymond A. Giacobbe Mayor of the City of Rahway
<b>OATH OF OFFICE FOR COUNCIL ADMINISTERED BY</b>	Honorable Joseph D. Gibilisco Honorable Raymond A. Giacobbe Mayor of the City of Rahway
<b>ROLL CALL</b>	Heather Capone, City Clerk

**ELECTION OF COUNCIL PRESIDENT AND OATH OF OFFICE**

**ELECTION OF COUNCIL VICE PRESIDENT AND OATH OF OFFICE**

**MAYORAL PROCLAMATION** Al Parker (Former First Ward Councilman)

**REMARKS BY COUNCIL PRESIDENT**

**REMARKS BY COUNCIL VICE PRESIDENT**

**REMARKS BY MAYOR**

**REMARKS BY CITY COUNCIL MEMBERS**

**REORGANIZATION MEETING RESOLUTIONS**

- AR-01-25** A RESOLUTION APPROVING A PROFESSIONAL SERVICES CONTRACT TO RAINONE COUGHLIN MINCHELLO, LLC FOR THE PROVISION OF 2025 GENERAL LEGAL SERVICES
- AR-02-25** A RESOLUTION AMENDING RESOLUTION AR-257-24 “A RESOLUTION ESTABLISHING THE 2025 MUNICIPAL COUNCIL MEETING SCHEDULE”
- AR-03-25** A RESOLUTION CONFIRMING THE MAYOR’S APPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS
- AR-04-25** A RESOLUTION APPOINTING MEMBERS OF THE HOUSING AUTHORITY, REDEVELOPMENT AGENCY & UNION COUNTY COMMUNITY DEVELOPMENT REVENUE SHARING COMMITTEE
- AR-05-25** A RESOLUTION AUTHORIZING THE LEGAL NEWSPAPERS FOR THE YEAR 2025
- AR-06-25** A RESOLUTION AUTHORIZING LEGAL DEPOSITORIES FOR PUBLIC MONIES FOR THE YEAR 2025
- AR-07-25** A RESOLUTION APPOINTING FRANK C. RUGGIERO AS QUALIFIED PURCHASING AGENT PURSUANT TO N.J.S.A. 40A: 11-9B AND N.J.A.C. 5:32-4.1 ET SEQ.
- AR-08-25** A RESOLUTION TO APPROVE THE APPOINTMENT OF ANISSA LEUNG TO THE POSITION OF PUBLIC AGENCY COMPLIANCE OFFICER

- AR-09-25** A RESOLUTION TO ADOPT A CASH MANAGEMENT PLAN FOR CY 2025
- AR-10-25** A RESOLUTION OF THE CITY OF RAHWAY ADOPTING THE CITY COUNCIL ORDER OF BUSINESS PURSUANT TO THE CODE OF THE CITY OF RAHWAY ARTICLE XIV §5-56
- AR-11-25** A RESOLUTION AUTHORIZING THE TEMPORARY BUDGET FOR CY 2025
- AR-12-25** A RESOLUTION CONFIRMING THE MAYOR’S APPOINTMENT OF MUNICIPAL DEPARTMENT DIRECTORS FOR THE DEPARTMENT OF PUBLIC WORKS AND THE POLICE DEPARTMENT

**COMMUNICATIONS/PUBLIC COMMENT**

Hearing of Citizens on Any Item (Five Minutes per Speaker)

**BENEDICTION**

Gabriel Barrial of The Family Center

**ADJOURNMENT**

# RESOLUTION

## CITY OF RAHWAY, NEW JERSEY

No. AR-01-25

Date of Adoption: \_\_\_\_\_

### A RESOLUTION APPROVING A PROFESSIONAL SERVICES CONTRACT TO RAINONE COUGHLIN MINCHELLO, LLC FOR THE PROVISION OF 2025 GENERAL LEGAL SERVICES

**WHEREAS**, under the provisions of P.L. 2004, c.19, known as the “New Jersey Local Unit Pay-To-Play Law,” the City conducted a fair and open process for the provision of general legal services to the City; and

**WHEREAS**, a Request for Qualifications under the “fair and open” process was solicited in compliance with N.J.S.A. 19:44-A-20.4 et seq; and

**WHEREAS**, submissions for this position have been reviewed and the firm Rainone Coughlin Minchello, LLC has been deemed qualified and awarded a contract for legal services; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.) requires that resolutions authorizing the award of contracts for a professional service be publicly advertised.

**NOW, THEREFORE, BE IT RESOLVED** by the Municipal Council of the City of Rahway, County of Union, State of New Jersey as follows:

1. The professional services contract with Rainone Coughlin Minchello, LLC (555 U.S. One South, Suite 440, Iselin, NJ 08830) to provide general legal service at an hourly rate of \$195.00, is hereby approved and the Mayor, or Business Administrator as the Mayor’s designee, and the City Clerk are authorized to execute same.
2. The estimated value of the contract for 2025 is \$450,000.
3. The contract is awarded without competitive bidding as a “Professional Service” under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-5) and under the fair and open process of the Local Unit Pay-To-Play Law (N.J.S.A. 19:44A-20.4).

Attached hereto is the certification of the Chief Financial Officer of the City of Rahway, which states that there are legally appropriated sufficient funds within the Current Fund Account # 01-201-20-155-027, to cover the cost of this contract.

This certification is required on all contracts as per regulations of the Director of Local Government Services.

City of Rahway  
Department of Revenue & Finance

January 6, 2025

Honorable Raymond A. Giacobbe, Mayor  
Members of the Municipal Council  
City of Rahway  
One City Hall Plaza  
Rahway, NJ 07065

Re: RESOLUTION APPROVING A PROFESSIONAL SERVICES CONTRACT  
TO RAINONE COUGHLIN MINCHELLO, LLC FOR THE PROVISION OF  
2025 GENERAL LEGAL SERVICES

Dear Mayor and Council Members:

Please be advised that there are legally appropriated sufficient funds within the Current Fund Account # 01-201-20-155-027, to cover the cost of this contract.

This certification is required on all contracts as per regulations of the Director of Local Government Services.

Sincerely,

  
Frank C. Ruggiero  
Chief Financial Officer

# RESOLUTION

## CITY OF RAHWAY, NEW JERSEY

No. AR-02-25

Date of Adoption: \_\_\_\_\_

### A RESOLUTION AMENDING RESOLUTION AR-257-24 “A RESOLUTION ESTABLISHING THE 2025 MUNICIPAL COUNCIL MEETING SCHEDULE”

**WHEREAS**, the “Open Public Meetings Act” Chapter 231, P.L. 1975, requires that notice is to be given of the schedule of Regular Meetings of the Municipal Council of the City of Rahway for 2025; and

**WHEREAS**, Sections 5-51 et. seq. of the Code of the City of Rahway establishes the meeting dates and times for the Municipal Council of the City of Rahway; and

**WHEREAS**, each Regular Meeting will be held at 7 p.m. in the Council Chambers of the City Hall, City Hall Plaza, Rahway, New Jersey on the dates indicated; and

**WHEREAS**, all meetings will be called to order at the time indicated unless otherwise listed below.

**NOW, THEREFORE, BE IT RESOLVED** that the Municipal Council of the City of Rahway, County of Union, State of New Jersey, hereby amends and sets the following dates as meeting dates for 2025:

<b>Day</b>	<b>Date</b>	<b>Meeting</b>	<b>Place</b>
Monday	January 6, 2025	Reorganization Meeting	Hamilton Stage
Monday	January 13, 2025	Regular Meeting	Council Chambers
Monday	February 10, 2025	Regular Meeting	Council Chambers
Monday	March 10, 2025	Regular Meeting	Council Chambers
Monday	April 14, 2025	Regular Meeting	Council Chambers
Monday	May 12, 2025	Regular Meeting	Council Chambers
Monday	June 9, 2025	Regular Meeting	Council Chambers
Monday	July 14, 2025	Regular Meeting	Council Chambers
Monday	August 11, 2025	Regular Meeting	Council Chambers
Monday	September 8, 2025	Regular Meeting	Council Chambers
Tuesday	October 14, 2025	Regular Meeting	Council Chambers
Monday	November 10, 2025	Regular Meeting	Council Chambers
Monday	December 8, 2025	Regular Meeting	Council Chambers

**BE IT FURTHER RESOLVED** that the City Clerk is hereby directed to take all actions as are required in order to satisfy the requirements of N.J.S.A. 10:4-18, including, but not limited to, (a) prominently posting, and maintaining throughout the year, the Meeting Schedule Notice in at least one public place reserved for such announcements, (b) emailing the Meeting Schedule Notice to the newspapers officially designated by the City Council to receive such notices, and (c) filing the meeting schedule in the Office of the City Clerk in the City of Rahway.



# RESOLUTION

## CITY OF RAHWAY, NEW JERSEY

No. AR-03-25

Date of Adoption: \_\_\_\_\_

### A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS

WHEREAS, Mayor Raymond A. Giacobbe has appointed the following people to the boards and commissions below:

Board	Position	Name	Term Length	Term Expires
Alcoholic Beverage Control Board	Member, Seat 3	Kimberly Hall	3 years	12/31/2027
Cannabis Advisory Committee	Member, Seat 3	Thomas O'Reilly	3 years	12/31/2027
Environmental Commission	Member, Seat 7	Leslie Ribbon	3 years	12/31/2027
First Aid Emergency Squad	Member, Seat 1	Frank D'Errico	1 year	12/31/2025
First Aid Emergency Squad	Member, Seat 2	Michael Roberts	1 year	12/31/2025
Library Board	Mayor Designee, Seat 1	Allison Jerez-Toro	1 year	12/31/2025
Library Board	Member, Seat 3	Derron Palmer	5 years	12/31/2029
Library Board	Member, Seat 4	Kristina Holness	5 years	12/31/2029
Library Board	Member, Seat 9	Thomas O'Reilly	5 years	12/31/2029
Central Jersey JIF	Member	Matthew Pukavich	1 year	12/31/2025
Central Jersey JIF	Alternate	Molly Ortiz	1 year	12/31/2025
Planning Board	Class II Member	Kyle Gustofson	1 year	12/31/2025
U.C. Community Development Revenue Sharing Committee	Member	Leigh Fleming	1 year	12/31/2025
U.C. Community Development Revenue Sharing Committee	Alternate	Daniel Lee	1 year	12/31/2025
U.C. Solid Waste Advisory Council	Member	Michael Presley	1 year	12/31/2025
U.C. Solid Waste Advisory Council	Alternate	Roy Eastman	1 year	12/31/2025
U.C. Transportation Advisory Board	Member	Daniel Lee	1 year	12/31/2025
U.C. Transportation Advisory Board	Member	Shawn Ganley	1 year	12/31/2025
Zoning Board of Adjustment	Member, Seat 3	Andrian Zapotocky	4 years	12/31/2028
Zoning Board of Adjustment	Member, Seat 4	Rick Zdan	4 years	12/31/2028
Zoning Board of Adjustment	Alternate 1	Robert Parson	2 years	12/31/2026
Zoning Board of Adjustment	Alternate 4	Vanessa Carillo	2 years	12/31/2026

NOW, THEREFORE, BE IT RESOLVED by the Municipal Council of the City of Rahway, County of Union, State of New Jersey, that the appointments by the Mayor to the boards and commissions above are hereby confirmed.

# RESOLUTION

## CITY OF RAHWAY, NEW JERSEY

No. AR-04-25

Date of Adoption: \_\_\_\_\_

### A RESOLUTION APPOINTING MEMBERS OF THE HOUSING AUTHORITY, REDEVELOPMENT AGENCY & THE UC COMMUNITY DEVELOPMENT REVENUE SHARING COMMITTEE

**BE IT RESOLVED**, that the Municipal Council of the City of Rahway appoints the following people to the following City boards and agencies:

<b>Board</b>	<b>Position</b>	<b>Name</b>	<b>Term Length</b>	<b>Term Expires</b>
Housing Authority	Member, Seat 1	James Pekarofski	5 years	12/31/2029
Redevelopment Agency	Member 1	Jeremy Mojica	1 year	12/31/2025
UC Community Dev Revenue Sharing Committee	Member	David Brown	1 year	12/31/2025
UC Community Dev Revenue Sharing Committee	Alternate	Vannie Parson	1 year	12/31/2025

# RESOLUTION

## CITY OF RAHWAY, NEW JERSEY

No. AR-05-25

Date of Adoption: \_\_\_\_\_

### A RESOLUTION AUTHORIZING LEGAL NEWSPAPERS FOR THE YEAR 2025

**NOW, THEREFORE, BE IT RESOLVED**, by the Municipal Council of the City of Rahway, County of Union, State of New Jersey that the *Local Source*, the *Star-Ledger* and the *Home News Tribune*, newspapers circulating in Rahway be newspapers for the City of Rahway, New Jersey for 2025 and that all ordinances, notices, advertisements, or other municipal matters that require publication by the City of Rahway may be published in said newspapers as directed by the Council; and

**BE IT FURTHER RESOLVED** that all resolutions heretofore adopted designating any of the fiscal newspaper or newspapers for the publication of municipal matters be and the same are hereby repealed and rescinding; and

**BE IT FURTHER RESOLVED** that NJ.com, Patch.com, and TAPinto Rahway be designated as additional media outlets; and

**BE IT RESOLVED** that the City Clerk be directed to immediately serve the heads of all municipal departments with a copy of this resolution.

**RESOLUTION**  
**CITY OF RAHWAY, NEW JERSEY**

No. AR-06-25

Date of Adoption: \_\_\_\_\_

**A RESOLUTION AUTHORIZING LEGAL DEPOSITORIES FOR PUBLIC MONIES  
FOR 2025**

**NOW, THEREFORE, BE IT RESOLVED** by the Municipal Council of the City of Rahway, County of Union, State of New Jersey that, subject to the provisions of ordinance A-14-84, the following financial institutions are hereby designated legal depositories wherein all public monies and other funds of the City of Rahway shall be kept during the year 2025.

COLUMBIA BANK – RAHWAY BRANCH

WELLS FARGO BANK – RAHWAY BRANCH

BANK OF AMERICA – RAHWAY BRANCH

TD BANK – RAHWAY BRANCH

NORTHFIELD SAVINGS BANK – RAHWAY  
BRANCH

CHASE BANK – AVENEL BRANCH

VALLEY BANK – WOODBRIDGE BRANCH

NJ CASH MANAGEMENT FUND – STATE OF NJ

**BE IT FURTHER RESOLVED** that this resolution is passed in accordance with and by the authority of N.J.S.A 40A: 5-13.

**RESOLUTION**  
**CITY OF RAHWAY, NEW JERSEY**

No. AR-07-25

Date of Adoption: \_\_\_\_\_

**A RESOLUTION APPOINTING FRANK C. RUGGIERO AS QUALIFIED PURCHASING  
AGENT PURSUANT TO N.J.S.A. 40A:11-9b AND N.J.A.C. 5:32-4.1 ET SEQ.**

**WHEREAS**, Frank C. Ruggiero possesses the designation of Qualified Purchasing Agent (QPA) as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:32-4.1 et seq. and City Council Resolution AR-192-03.

**NOW, THEREFORE, BE IT RESOLVED** by the Municipal Council of the City of Rahway, County of Union, State of New Jersey, that Frank C. Ruggiero be appointed as the City of Rahway's QPA to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A: 11-2(30), with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit; and

**BE IT FURTHER RESOLVED**, the local unit Clerk is hereby authorized and directed to forward a certified copy of this resolution to the Director of the Division of Local Government Services.

# RESOLUTION

## CITY OF RAHWAY, NEW JERSEY

No. AR-08-25

Date of Adoption: \_\_\_\_\_

### A RESOLUTION TO APPROVE THE APPOINTMENT OF ANISSA LEUNG TO THE POSITION OF PUBLIC AGENCY COMPLIANCE OFFICER

**WHEREAS**, the City of Rahway (the “City”) is a public entity that awards contracts to vendors and/or construction contractors and as such is required to comply with N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.; and

**WHEREAS**, in accordance with N.J.A.C. 17:27-3.3, the City must designate an individual to serve as its Public Agency Compliance Officer (“PACO”); and

**WHEREAS**, the City’s PACO shall serve as a liaison between the Division of Purchase & Property Contract Compliance and the City and shall be the City’s point of contact for all matters concerning implementation and administration of the relevant statutes and regulations; and

**WHEREAS**, the City’s PACO shall be responsible for administering contracting procedures pertaining to equal employment opportunity regarding the City and vendors and have the authority to recommend changes to effectively support the implementation of all relevant statutes and its regulations; and

**WHEREAS**, in accordance with N.J.A.C. 17:27-3.3, the City has designated Anissa Leung, to serve as the City’s PACO for 2025.

**NOW, THEREFORE, BE IT RESOLVED**, by the Municipal Council of the City of Rahway, County of Union, State of New Jersey that Anissa Leung is hereby appointed to serve as the City’s PACO for 2025 and to fulfill all of the required statutory and regulatory obligations associated therewith.

# RESOLUTION

## CITY OF RAHWAY, NEW JERSEY

No. AR-09-25

Date of Adoption: \_\_\_\_\_

### A RESOLUTION TO ADOPT A CASH MANAGEMENT PLAN FOR CY 2025

**WHEREAS**, N.J.S.A. 40A:5-14 of the Local Fiscal Affairs Law requires that every local unit shall adopt a "Cash Management Plan" and shall deposit in an interest-bearing account, all available public funds pursuant to the plan.

**NOW, THEREFORE, BE IT RESOLVED** by the Municipal Council of the City of Rahway, County of Union, State of New Jersey, that it hereby adopts the following "Cash Management Plan" policy to be utilized by the City of Rahway until amended.

**BE IT FURTHER RESOLVED** that certified copies of this resolution shall be filed with the Director of the Division of Local Government Services, Independent Auditor, Chief Financial Officer of the City of Rahway.

### CASH MANAGEMENT PLAN OF THE CITY OF RAHWAY, COUNTY OF UNION, NEW JERSEY

#### I. STATEMENT OF PURPOSE

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

#### II. DEFINITIONS

"Arbitrage" refers to the rules and regulations governing the issuance of bonds or notes and the reinvestment of the proceeds at higher yield. These regulations are promulgated by the Internal Revenue Service, Regulation 1.103.

"Certificate of Eligibility" is the certification issued by the New Jersey Department of Banking and Insurance, Division of Banking, that a Public Depository is eligible to act as a depository for public funds and qualifies as a participant in the New Jersey Governmental Unit Deposit Protection Act, GUDPA.

"GUDPA" requires a bank that accepts public funds to be a public depository. A "Public Depository" is defined as a state bank, a national bank, a savings bank or association which is located in the State of New Jersey, the deposits of which are insured by the Federal Deposit Insurance Corporation, and which received or holds public funds on deposit. A local unit may make deposits in, or purchase

certificates of deposit from, banks which are located in New Jersey and which meet the requirements of the "GUDPA".

"The New Jersey Cash Management Fund." The New Jersey Division of Investment is authorized pursuant to N.J.S.A. 52-18A-90.4 to establish, maintain and operate, with the approval of the State Investment Council and the State Treasurer, a common trust fund known as the State of New Jersey-New Jersey Cash Management Fund (the "Fund"). The Fund is authorized to accept deposits from all Local Units of government. The Fund is a "common trust" fund pursuant to the statute that created such funds within the jurisdiction of the Division of Investment. According to the enabling legislation, monies of Local Units deposited in the Fund must be invested in obligations and bonds that meet the investment requirements of the statute. These obligations include, among other things, evidences of indebtedness of U.S. corporations. These obligations are less secure than those permitted to Local Units under the Act. Thus, the Fund is riskier than direct investments in federal securities or GUDPA protected deposits by Local Units.

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

- A. The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the City of Rahway.

Checking Account for Operating, Trust or Investment Purposes

- B. The Plan is not intended to cover the deposit and/or investment of the following Funds and Accounts (if applicable) of the City of Rahway.

1. Petty Cash Funds
2. Change Funds
3. Cash drawn from a Federal Agency under a letter of credit which cash has to be paid out within 5 working days to a vendor.
4. Deposit, retainage, or amounts posted by way of bond, held by the City of Rahway, for such things as faithful performance, if the City would be required by law to pay back any interest earned to the provider of the deposit, except where the Agency is required by law or court decision to invest the fund.
5. Amounts derived from the sale of bonds or notes, only to the extent that a specific written opinion of counsel states that the earning of (full) interest would result in the bonds or notes being classified as an arbitrage (not Federally Tax Exempt) issue pursuant to federal regulations. To the extent that some interest is allowable, it shall be deposited at the most favorable rate obtainable.

### IV. DESIGNATION OF OFFICIALS OF THE CITY OF RAHWAY AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS

The Chief Financial Officer, and authorized staff, (The "Designated Officials") are hereby authorized and directed to deposit and/or invest the Funds referred to in the plan.

### V. STANDARDS OF CARE

1. The Designated Officials involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions.
2. The Designated Officials shall disclose any material interests in the financial institutions with which business is conducted and they shall refrain from undertaking personal investment



transactions with the same individual with whom business is conducted on behalf of the City of Rahway.

3. The Chief Financial Officer, under the direction of the Business Administrator, is responsible for establishing and maintaining internal control. The controls should ensure that the assets of the Agency are protected from loss, theft, or misuse.

## VI. PROCEDURES FOR THE RECEIPT OF MONIES

### A. Department Procedures

1. A pre-numbered receipt shall be issued in duplicate for all transactions involving the receipt of money. A copy of the receipt shall be given to the paying party and the duplicate shall be maintained by the receiving department. All payments and receipts must be recorded in detail by the receiving department.
2. All monies collected or received from any source by or on behalf of the City of Rahway shall be deposited within forty eight (48) hours of receipt to the designated bank in accordance with N.J.S.A. 40A : 5-15.
3. All monies received shall be placed in a secured place until forwarded for deposit.
4. No department, division or agency shall engage in the practice of cashing checks of any kind with public funds. Cashing of employee pay checks is prohibited.
5. No department will accept third party checks.

### B. Chief Financial Officer (Designated Official)

1. The Chief Financial Officer shall:
  - a. Deposit all monies collected or received from any source by or on behalf of the City of Rahway within forty eight (48) hours of receipt to the designated bank in accordance with N.J.S.A. 40A: 5-15.
  - b. Ensure that all monies deposited are in interest bearing accounts.
  - c. Make recommendations of legal public depositories to the City of Rahway Municipal Council who shall by resolution designate said depositories at the first meeting of the calendar year.
  - d. Ensure that each of the various accounts for which there is a separate bank statement is reconciled with that bank statement on a timely basis.
  - e. Verify that designated official depositories submit to the Chief Financial Officer a copy of the State of New Jersey, Department of Banking and Insurance, Governmental Unit Deposit Protection Act notification of Certificate of Eligibility, which must be filed semi-annually in the Department of Banking as of June 30th and December 31st of each year.

## VII. DESIGNATION OF DEPOSITORIES

The Agency Commissioners designate and approve by resolution the banks and financial institutions as official depositories for the Deposit of all public funds referred to in the Plan, including any Certificates of Deposits which are not otherwise invested in "Permitted Investments as provided for in this Plan".

## VIII. 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 Obligations 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)
  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:

#### GOVERNMENTMONEY MARKET MUTUAL FUND

An Investment company or Investment Trust:

- a. Which is registered with the Securities and Exchange Commission under the "Investment company Act of 1940," 15 U.S.C. Sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec, 270. 2a-7.
- b. The portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec. 270. 2a-7 and
- c. repurchase agreements that are collateralized by such U.S. Government Securities; and
- d. 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 security and exchange commission pursuant to the "Investment Advisors Act of 1940," is U.S.C. Sec 806-1 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:

- e. Which is managed in accordance with 17 C.F.R. sec. 270.2a-7;
- f. Which is rated in the highest category by a nationally

recognized statistical rating organization;

g. Which is limited to U.S. Government securities that meet the definition of eligible

h. security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that collateralized by such

i. U.S. Government securities.

j. Which is in compliance with rules adopted pursuant to the “Administrative

k. 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.

l. 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

m. 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 an borrowing on such U.S. Government securities.

## IX. SAFEKEEPING CUSTODY PAYMENT

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the City of Rahway, then such instrument or security shall be covered by all custodial agreements 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 funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a “delivery versus payment” method to ensure that such Permitted Investments are either received by the City of Rahway or by a third-party custodian prior to or upon the release of the Agency’s funds.

## X. REPORTING REQUIREMENTS

On the first day of each month during which this Plan is in effect, the Designated Officials referred to in Section IV hereof shall supply to the Business Administrator upon request a written report of any Deposits of 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 Agency as a Deposit of 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 Investment.
- 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 of 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 Business Administrator of the City of Rahway.

#### XI. INDEPENDENT AUDITOR

The City of Rahway Investment practices (including compliance with N.J.S.A. 40A:5-14) and the agreement for banking services and compensation thereof shall be reviewed by the City's Auditor as part of the annual audit, as required by N.J.S.A. 40A:5-4. Where a conflict exists between this Cash Management Plan and State Statute, the applicable State Statute shall apply.

#### XII. SURETY BONDS

- a. The Chief Financial Officer shall be covered by surety bonds. During the annual audit, the Independent Auditor shall examine said bonds to determine that proper coverage has been obtained.
- b. Staff members of the Chief Financial officer's office shall be covered by a public employee's faithful performances bond in the minimum amount of \$50,000.

#### XIII. 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 Municipal Council of the City of Rahway approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Municipal 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.

**RESOLUTION**  
**CITY OF RAHWAY, NEW JERSEY**

No. AR-10-25

Date of Adoption: \_\_\_\_\_

**A RESOLUTION OF THE CITY OF RAHWAY ADOPTING THE CITY COUNCIL  
ORDER OF BUSINESS PURSUANT TO THE CODE OF THE CITY OF RAHWAY  
ARTICLE XIV §5-56**

**WHEREAS**, Section 5-56 of the Code of the City of Rahway authorizes the Rahway City Council (the “Council”) to modify their order of business by resolution; and

**WHEREAS**, the Council desires to establish the order of business for consideration and disposition;

**NOW THEREFORE BE IT RESOLVED** that the order of business of the Council for the City of Rahway shall be as follows:

- (1) Roll Call
- (2) Pledge of Allegiance and Invocation
- (3) Open Public Meeting Statement
- (4) Approval of Minutes
- (5) Reports of Council Committees
- (6) Communications and Bill Payments
- (7) Hearing of Citizens on Resolutions, Ordinances on First Reading, or any other item (excluding Ordinances on Final Adoption/Second Reading)
- (8) Administrative Report
- (9) Ordinances – First Reading
- (10) Consent Agenda
- (11) Resolutions
- (12) Ordinances – Final Adoption/Second Reading
- (13) Miscellaneous
- (14) Council Comments
- (15) Adjournment

# RESOLUTION

## CITY OF RAHWAY, NEW JERSEY

No. AR-11-25

Date of Adoption:

### A RESOLUTION AUTHORIZING THE TEMPORARY BUDGET FOR CY 2025

NOW, THEREFORE, BE IT RESOLVED by the Municipal Council of the City of Rahway, County of Union, State of New Jersey that the following Temporary Budget for the Calendar Year 2025 is hereby adopted, effective January 1, 2025 as follows:

Current Fund	Salaries Wages		Other Expenses
Administration	243,250	Administration	256,250
Mayor's Office	18,000	Municipal Council	250
Municipal Council	18,750	Environmental Commission	375
Environmental Commission	1,000	City Clerk	21,500
City Clerk	71,000	Revenue & Finance - Accounting	335,750
Revenue and Finance - Accounting	143,500	Revenue & Finance - Tax Collection	12,500
Revenue and Finance - Tax Collection	55,750	Municipal Audit	17,500
Revenue and Finance - Assessment	58,500	Revenue & Finance - Assessments	12,500
Law	35,250	Department of Law	212,500
Engineering	95,000	Municipal Court	21,750
Municipal Court	201,500	Division of Engineering	165,000
Planning, & Economic Development	33,000	Planning, & Economic Development	38,750
Planning Board	1,050	Planning Board	5,000
Property Maintenance	56,500	Property Maintenance	7,500
Board of Adjustment	1,050	Board of Adjustment	5,000
Municipal A.B.C Board	1,500	Municipal A.B.C Board	375
Police	2,410,000	Police Department	136,000
Police Dispatch 9-1-1 System	78,250	Police Dispatch 9-1-1 System	38,750
Emergency Management	26,500	Office of Emergency Management	7,500
Fire	1,552,250	Fire Department	71,500
Public Works - Streets and Roads	680,250	Public Works - Streets and Roads	388,000
Public Works - Solid Waste and Recycling	378,000	Public Works - Solid Waste & Recycling	423,500
Community Services - Health	213,750	Other Insurance	432,328
Community Services - Senior Services	74,250	Employee Group Insurance	2,400,000
Social Justice Commission	1,250	Community Services - Health	76,500
Community Services - Recreation	260,250	Community Services - Senior Services	17,250
Uniform Construction Code Enforcement	161,500	Social Justice Commission	12,500
		Community Services - Recreation	107,000
		Uniform Construction Code Enforcement	18,750
		Contribution to Pubic Library	360,000
		Electricity	92,500
		Heating Fuels	30,000
		Telephone	44,500
		Street Lighting	143,750
		Social Security System (O.A.S.I)	257,500
		Capital Improvement Fund	125,000
		Debt Services	1,800,000
<b>Total</b>	<b>6,870,850</b>		<b>8,095,328</b>

	Salaries	Other
Water Utility	Wages	Expenses
Other Expenses		477,000
Management Fee		1,250,000
Debt Service		522
		<u>1,727,522</u>
Sewer Utility	Salaries	Other
	Wages	Expenses
Salaries & Wages	62,000	
Other Expenses		50,000
Debt Service		106,000
	<u>62,000</u>	<u>156,000</u>
Parking Utility	Salaries	Other
	Wages	Expenses
Salaries & Wages	105,000	
Other Expenses		140,000
Debt Service		110,000
	<u>105,000</u>	<u>250,000</u>

**RESOLUTION**  
**CITY OF RAHWAY, NEW JERSEY**

No. AR-12-25

Date of Adoption: \_\_\_\_\_

**A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF MUNICIPAL  
DEPARTMENT DIRECTORS FOR THE DEPARTMENT OF PUBLIC WORKS AND THE  
POLICE DEPARTMENT**

**WHEREAS**, Raymond A. Giacobbe has appointed the following people as Department Directors in the City of Rahway:

<u>NAME</u>	<u>DEPARTMENT/TITLE</u>
Frank D'Errico	Director of Police
Roy Eastman	Director of Public Works

**NOW, THEREFORE, BE IT RESOLVED** by the Municipal Council of the City of Rahway that the Mayor's appointment of the people listed above, for terms commencing January 1, 2025 and expiring on December 31, 2026 and until their successor(s) is/are appointed and qualified, is hereby confirmed.