

**TOWNSHIP OF CEDAR GROVE  
ESSEX COUNTY NEW JERSEY**

**COUNCIL STAFF MEETING**

**MINUTES**

**APRIL 15, 2024**

**1. ROLL CALL – OPEN PUBLIC MEETING STATEMENT BY MAYOR**

Mayor Peterson called the meeting to order at 7:00 p.m. and made the required announcement concerning the Open Public Meetings Act as follows: Adequate notice of this meeting was duly provided to the Verona-Cedar Grove Times and the Star Ledger on December 14, 2023, filed with the Township Clerk, and posted on the public bulletin board in the Municipal Building’s lobby in accordance with the Open Public Meetings Act.

Present: Councilmembers Mega, Zazzali, Deputy Mayor Skabich, Mayor Peterson  
Also Present: Township Manager Zichelli, Township Attorney Lagana, Township Clerk Forde  
Absent: Councilman Maceri

**2. EXTRAORDINARY BUSINESS OF THE TOWNSHIP COUNCIL**

The Township Council, Senator Kristin Corrado and Assemblyman Alfas Barlas presented the Cedar Grove High School Cheerleaders with proclamations for winning the Group 1 All Dance Cheer Competition.

The Township Council, Senator Kristin Corrado and Assemblyman Alfas Barlas presented the Cedar Grove Recreation Jr. Wrestling Team with proclamations for winning the various titles in District, Regional and State Wrestling.

**3. APPROVAL OF MINUTES**

a) Executive Session – March 18, 2024

Councilman Zazzali moved for the approval of the minutes, seconded by Councilwoman Mega and passed by the following vote:

AYE: Councilmembers Mega, Zazzali, Deputy Mayor Skabich, Mayor Peterson  
NO: None  
ABSENT: Councilman Maceri

**4. TOWNSHIP MANAGER** – The Township Manager reported the Township scheduled an Autism Awareness event for Saturday, April 20, 2024 at 11AM in front of Town Hall.

**5. TOWNSHIP ATTORNEY** – No Report.

**6. TOWNSHIP CLERK** – No Report.

**7. COUNCIL REPORTS**

Councilwoman Mega – No Report.

Councilman Zazzali – No Report.

Deputy Mayor Skabich – No Report.

Mayor Peterson – No Report.

**8. NEW BUSINESS**

- a) To consider resolution concerning approval of raffle application – Verona PBA Local 72 Civic Association.

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

**WHEREAS**, an application for raffle license has been received from:

**APPLICANTS**

Verona PBA Local 72 Civic Association  
600 Bloomfield Avenue  
Verona NJ 07009

**EVENTS, DATES TIMES & PLACE**

On-Premise Merchandise Raffle to be held  
June 8, 2024 from 6:30 p.m. to 11:30 p.m. at  
Macedonian Orthodox Church Sts. Kiril and  
Metodij  
1050 Pompton Ave., Cedar Grove NJ 07009

**WHEREAS**, the fees have been paid, and the application has been reviewed by the Township Clerk and found acceptable.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Cedar Grove that it does hereby approve said application.

Councilman Zazzali moved adoption of the resolution, seconded by Deputy Mayor Skabich, and passed by the following vote:

AYE: Councilmembers Mega, Zazzali, Deputy Mayor Skabich, Mayor Peterson  
 NO: None  
 ABSENT: Councilman Maceri

- b) To consider resolution concerning 2024 LOSAP for Fire Department volunteers.

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

**WHEREAS**, the Township of Cedar Grove has created and established a length of service awards program (LOSAP) in accordance with N.J.S.A. 40A:14-183 et. seq.; and

**WHEREAS**, pursuant to N.J.S.A. 40A:14-191, the Cedar Grove Fire Department has certified to the Township of Cedar Grove a list of all volunteer members who have qualified for credit under the LOSAP program for the year 2023; and

**WHEREAS**, pursuant to N.J.S.A. 14-194, the Township of Cedar Grove has reviewed and accepted the attached certified list of the Cedar Grove Fire Department, and the list shall be returned to the Cedar Grove Fire Department and posted for at least 30 days for review by members; and

**WHEREAS**, the increase in the 2023 CPI adjustment for use in calendar year 2024 is 3.5% for municipal LOSAP, increasing the maximum contribution of qualified volunteers to \$1,440.85;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township Cedar Grove that the attached certified list herein of the Cedar Grove Fire Department is hereby accepted the certified list shall be posted at the office of the Township Clerk, the Township Library and the Cedar Grove Fire Department.

Councilwoman Mega moved adoption of the resolution, seconded by Councilman Zazzali and passed by the following vote:

AYE: Councilmembers Mega, Zazzali, Deputy Mayor Skabich, Mayor Peterson  
 NO: None  
 ABSENT: Councilman Maceri

- c) To consider resolution authorizing the establishment of policy for the claimant's certification requirement.

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

**RESOLUTION AUTHORIZING THE ESTABLISHMENT OF POLICY FOR THE  
 CLAIMANT'S CERTIFICATION REQUIREMENT**

**WHEREAS**, N.J.A.C. 5:30-9A.6 and N.J.A.C. 5:31-4.1 gives local units the discretion to not require claimant certification by enacting a standard policy by resolution which allows for greater flexibility for local units when implementing the claimant certification requirement set forth in N.J.S.A. 40A:5-16; and

**WHEREAS**, N.J.A.C. 5:30-9A.6 provides that claimant certification cannot be waived for the advance or reimbursement of employee expenses, or for services provided exclusively and entirely by an individual (e.g. sole proprietors).

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Cedar Grove, County of Essex, State of New Jersey that in accordance with the provisions of N.J.A.C 5:30-9A.6 and N.J.A.C. 5:31-4.1, the Township of Cedar Grove hereby will only require claimant certification for the following types of payments:

- Reimbursement of employee expenses
- Professional services including, but not limited to attorney, bond counsel, financial advisor, auditor, engineer and planner

Councilwoman Mega moved adoption of the resolution, seconded by Councilman Zazzali, and passed by the following vote:

AYE: Councilmembers Mega, Zazzali, Deputy Mayor Skabich, Mayor Peterson  
 NO: None  
 ABSENT: Councilman Maceri

- (d) To consider resolution authorizing mandatory payroll direct deposit for all Township employees.

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

**A RESOLUTON AUTHORIZING MANDATORY PAYROLL DIRECT DEPOSIT FOR ALL TOWNSHIP EMPLOYEES**

**WHEREAS**, P.L. 2013 c. 28, codified at N.J.S.A. 51:14-15f0 authorizes Municipalities to provide for mandatory direct deposit of net pay for all employees effective on or after July 1, 2014; and

**WHEREAS**, the Township of Cedar Grove has reviewed its payroll processing methods and finds payroll direct deposit provides timeliness, safety, and reliability of employees' pay; and

**WHEREAS**, any employee seeking an exemption from this policy may apply in writing to the Township Manager for consideration to grant approval or denial of such requested exemption.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Cedar Grove, County of Essex, State of New Jersey that direct deposit of net pay for all employees shall now be mandatory.

The Township Manager explained this resolution caused all employees to get paid via direct deposit instead of a live check.

Deputy Mayor Skabich moved adoption of the resolution, seconded by Councilwoman Mega, and passed by the following vote:

AYE: Councilmembers Mega, Zazzali, Deputy Mayor Skabich, Mayor Peterson  
 NO: None  
 ABSENT: Councilman Maceri

(e) To consider resolution appointing Rebecca Roth as Tax Collector.

Deputy Mayor Skabich moved Agenda Item #8(e) from the Agenda, seconded by Councilwoman Mega.

AYE: Councilmembers Mega, Zazzali, Deputy Mayor Skabich, Mayor Peterson  
 NO: None  
 ABSENT: Councilman Maceri

**9. APPROVAL OF BILLS**

The Bill Resolution was read by title and amount as follows:

BE IT RESOLVED by the Township Council of the Township of Cedar Grove, County of Essex, New Jersey, that the attached summary of bills having been duly audited and found correct be and they are thereby ordered paid and that warrants be drawn on the Treasurer in the aggregate amount of \$1,239,681.99.

Councilman Zazzali moved for the adoption of the resolution, seconded by Deputy Mayor Skabich, and passed by the following vote:

AYE: Councilmembers Mega, Zazzali, Deputy Mayor Skabich, Mayor Peterson  
 NO: None  
 ABSENT: Councilman Maceri

**9. PUBLIC COMMENT**

Mayor Peterson opened this portion of the meeting to anyone wishing to be heard.

There being no one else present wishing to be heard, Mayor Peterson closed this portion of the meeting.

AUTHORIZATION TO GO INTO EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings' Act (N.J.S.A.10:4-12 (b) (1-9) permits the exclusion of the public from a Meeting of the Mayor and Council in certain circumstances; and

WHEREAS, the Mayor and Council of the Township of Cedar Grove are of the opinion that such circumstances exist.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Cedar Grove, County of Essex, State of New Jersey that:

1. The public shall be excluded from discussion of any action in the Executive Session of the Meeting of the Mayor and Council of April 15, 2024.
2. The general nature of the subject matter to be discussed is personnel with the Library Board of Trustees.
3. It is anticipated at this time that the above stated subject matter will be made public as soon thereafter as it is deemed in the public interest to do so.
4. This Resolution shall take effect immediately.

Councilman Zazzali moved for the approval of the minutes, seconded by Deputy Mayor Skabich, and passed by the following vote:

AYE: Councilmembers Mega, Zazzali, Deputy Mayor Skabich, Mayor Peterson  
NO: None  
ABSENT: Councilman Maceri

## **11. ADJOURNMENT**

There being nothing further to discuss, the staff council meeting adjourned at 7:26 p.m. by acclaim.