RESOLUTION 2025-29

APPOINTING CUSTODIAN OF RECORDS
FOR THE COLTS NECK POLICE DEPARTMENT

BE IT RESOLVED, by the Township Committee of Colts Neck Township, County of Monmouth, State of New Jersey, as follows:

WHEREAS, N.J.S.A. 47:1A-1.1 of the Open Public Records Act names the Municipal Clerk as the Records Custodian of the Municipality; and

WHEREAS, N.J.S.A. 47:1A-1.1 of the Open Public Records Act (OPRA) does not preclude the Municipality from developing reasonable and practical measures for responding to OPRA requests, which measures may include the designation of a Custodian of Record for particular types of records.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Colts Neck Township, County of Monmouth, State of New Jersey, as follows:

- The Secretary to the Colts Neck Police Chief, Colts Neck Police Department is hereby appointed as the Custodian of Record for Police Department records.

- The designated Custodian of Record for the Colts Neck Police Department, to the extent so advised, shall follow any instructions given by the Township Clerk regarding the handling of such records.

BE IT FURTHER RESOLVED that the above listed Custodian of Record shall appear on the official Colts Neck Township website together with the Colts Neck Township OPRA Request Form for the Police Department.

I, Trina Lindsey, do hereby certify the foregoing to be a true and accurate copy of a Resolution passed by the Township Committee of Colts Neck Township during the Reorganization meeting held on the 3rd day of January 2025

Trina Lindsey, Municipal Clerk

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Torchia Buss		X			
Deputy Mayor Viola	M	X			
Buzzetta		X			
Fitzpatrick	S	X			
Rizzuto		X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					