RESOLUTION 2025-173

EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12(b), permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS the Colts Neck Township Committee finds that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED by the Colts Neck Township Committee as follows:

1. The public shall be excluded from discussion of any action upon hereinafter specified subject matter;

2. The general nature of the subject matter to be discussed is as follows:

   a. Potential litigation confidential pursuant to N.J.S.A. 10:4-12(b)(7)

   b. Contract Negotiations – pursuant to N.J.S.A. 10:4-12;

3. The Committee will not take action during closed executive session;

4. It is anticipated that the closed session will last approximately thirty (30) minutes;

5. It is anticipated at this time the above-stated subject matter(s) will be made public when the need for confidentiality no longer exists; and

6. This Resolution shall become effective immediately.

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 a regular meeting held on the 29th day of October 2025

_____

Trina Lindsey, Municipal Clerk

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

RESOLUTION 2025-174

RESOLUTION FOR RENEWAL OF MEMBERSHIP IN THE MID JERSEY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, Colts Neck Township is a member of the Mid Jersey Municipal Joint Insurance Fund; and

WHEREAS, said renewal membership terminates as of January 1, 2029*, unless earlier renewed by agreement between the Municipality and the Fund; and

WHEREAS, the Municipality desires to renew said membership;

NOW THEREFORE, BE IT RESOLVED as follows:

1. COLTS NECK TOWNSHIP agrees to renew its membership in the Mid Jersey Municipal Joint Insurance Fund for a period of three (3) years beginning January 1, 2026, and ending January 1, 2029*, and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.

2. The Mayor and Clerk\Administrator\Manager shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the Mid Jersey Municipal Joint Insurance Fund evidencing the Municipality's intention to renew its membership.

This resolution agreed to the 29th day of October, 2025, by a vote of:

___ Affirmative ___ Abstain

___ Negative ___ Absent

* 12:01 a.m.

CERTIFICATION

I hereby certify the above to be a true copy of Resolution No. 2025-xxx adopted by the

Township Committee of Colts Neck Township at a meeting held on October 29, 2025.

Trina Lindsey, Municipal Clerk

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

RESOLUTION 2025-175

A RESOLUTION TO AFFIRM COLTS NECK TOWNSHIP'S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS

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

WHEREAS, the governing body of Colts Neck Township has determined that certain procedures need to be established to accomplish this policy

NOW, THEREFORE BE IT ADOPTED by the Township Committee that:

Section 1: No official, employee, appointee or volunteer of Colts Neck Township by whatever title known, or any entity that is in any way a part of Colts Neck Township shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of Colts Neck Township's business or using the facilities or property of Colts Neck Township.

Section 2: The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from Colts Neck Township to provide services that otherwise could be performed by Colts Neck Township.

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

Section 4: The Township Administrator shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

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

Section 6: The Township Administrator shall establish written procedures that require all officials, employees, appointees and volunteers of Colts Neck Township as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

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

Section 9: This resolution shall take effect immediately.

I, Trina Lindsey, do hereby certify the foregoing to be a true and accurate copy of a resolution passed by the Township Committee of the Township of Colts Neck during a regular meeting held on the 29th day of October, 2025

_____

Trina Lindsey, Municipal Clerk

RECORD OF VOTE

	M	S	Yes	No	NV	Ab
Mayor Torchia Buss						
Deputy Mayor Viola						
Buzzetta						
Fitzpatrick						
Rizzuto						

M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent

RESOLUTION 2025-176

RESOLUTION ADOPTING THE COLTS NECK TOWNSHIP PERSONNEL POLICIES AND PROCEDURES MANUAL, EMPLOYEE HANDBOOK, AND VOLUNTEER HANDBOOK

WHEREAS, the Township's membership in the Mid Jersey Municipal Joint Insurance Fund requires an updated personnel policies and procedures manual ("Manual") and accompanying employee and volunteer handbooks ("Handbooks") every two years; and

WHEREAS, the Township Administrator in consultation with the Township's Labor Counsel have recommended certain revisions to the Manual and Handbooks and these revisions have been reviewed by the Township's Personnel Committee.

NOW, THEREBY, BE IT RESOLVED by the Township Committee that the Personnel Policies and Procedures Manual, Employee Handbook, and Volunteer Handbook attached hereto, are hereby adopted.

BE IT FURTHER RESOLVED that these personnel policies and procedures shall apply to all Township officials, appointees, employees, volunteers, and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, employee agreement or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail.

BE IT FURTHER RESOLVED that the Manual and Handbooks are intended to provide guidelines covering public service by Township employees and volunteers and are not intended to be contracts. The provisions of the Manual and Handbooks may be amended and supplemented from time to time without notice and at the sole discretion of the Township Committee.

BE IT FURTHER RESOLVED that to the maximum extent permitted by law, employment practices for the Township shall operate under the legal doctrine known as "employment at will."

BE IT FURTHER RESOLVED that the Township Administrator and all managerial/supervisory personnel are responsible for these employment practices. The Township Administrator with the assistance of the Township's Labor Attorney shall assist in the implementation of the policies and procedures in the Manual and Handbooks.

I, Trina Lindsey, do hereby certify the foregoing to be a true and accurate copy of a resolution passed by the Township Committee of the Township of Colts Neck during a regular meeting held on the 29th day of October, 2025

_____

Trina Lindsey, Municipal Clerk

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

RESOLUTION 2025-177

RESOLUTION RECOGNIZING TENURE FOR ADMINISTRATOR OF COLTS NECK TOWNSHIP MUNICIPAL COURT

WHEREAS, N.J.S.A. 2B:12-1 provides that each municipality in this State shall establish a municipal court; and

WHEREAS, pursuant to that statute, Section 43-4 of the Code of Colts Neck Township establishes a municipal court for the Township; and

WHEREAS, N.J.S.A. 2B:12-10 states that a municipality shall provide for an administrator and other necessary employees for a municipal court and for their compensation; and

WHEREAS, N.J.S.A. 2A:8-13.1 requires that tenure be granted to an administrator of the municipal court in any township who has held such office, position or employment continuously for 5 years or more and who has become certified during that period and shall hold and continue to hold said office, position or employment during good behavior and shall not be removed therefrom for political or other reasons except for good cause, upon written charges and after a public, fair and impartial hearing; and

WHEREAS, effective October 20, 2025, Colts Neck Municipal Court Administrator Kathy Bradach has been serving as a Certified Court Administrator for 5 years, and all other requirements of tenure for the same position have been met.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Colts Neck Township that Colts Neck Township Municipal Court Administrator Kathy Bradach be recognized as having achieved tenure in her position as Administrator for the Municipal Court of Colts Neck Township.

I, Trina Lindsey, do hereby certify the foregoing to be a true and accurate copy of a resolution passed by the Township Committee of the Township of Colts Neck during a regular meeting held on the 29th day of October, 2025

_____

Trina Lindsey, Municipal Clerk

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

RESOLUTION 2025-178

AUTHORIZING THE PURCHASE OF A JOHN DEERE GATOR FOR THE DEPARTMENT OF PUBLIC WORKS SOURCEWELL COOPERATIVE CONTRACT# 112624 $13,777.14

BE IT RESOLVED by the Township Committee of Colts Neck Township that it hereby authorizes the purchase of a John Deere Gator for the Department of Public Works, as follows:

VENDOR: Central Jersey Equipment, LLC
670 Route 40.
Elmer, NJ 08318

PURCHASE: John Deere Gator HPX615E

AMOUNT: $ 13,777.14

BE IT FURTHER RESOLVED AND CERTIFIED by John Antonides, Chief Financial Officer, that funds for this purpose are provided through the Capital Ordinance 2025-10, Capital Budget Account # C-02—078-211; and

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute any documents in this regard; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the following:

1. Kathleen Capristo, Administrator;
2. John Antonides, Chief Financial Officer; and
3. Lou Bader, Public Works Director

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 regular meeting held on the 29th day of October, 2025

Trina Lindsey, Municipal Clerk

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

RESOLUTION 2025-179

AUTHORIZING THE PURCHASE OF
A SPREADER MOUNTED ON A ROLL OFF
FOR THE DEPARTMENT OF PUBLIC WORKS
ESCNJ COOPERATIVE# 2324-04
$71,500.00

BE IT RESOLVED by the Township Committee of Colts Neck Township that it hereby authorizes the purchase of a spreader mounted on a roll off for the Department of Public Works, as follows:

VENDOR: Tony Sanchez, Ltd.
1685 Route 46
Ledgewood, NJ 07852

PURCHASE: Spreader Mounted on a roll off 2025/26

AMOUNT: $ 71,500.00

BE IT FURTHER RESOLVED AND CERTIFIED by John Antonides, Chief Financial Officer, that funds for this purpose are provided through the MCIA Capital Lease Ordinance 2025-14, Capital Budget Account # C-02—082-211; and

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute any documents in this regard; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the following:

1. Kathleen Capristo, Administrator;
2. John Antonides, Chief Financial Officer; and
3. Lou Bader, Public Works Director

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 regular meeting held on the 29th day of October, 2025

Trina Lindsey, Municipal Clerk

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

RESOLUTION 2025-180

AUTHORIZING THE PURCHASE OF
A 15-YEAR CARBON-WRAPPED CYLINDER & VALVE ASSEMBLY
(SCOTT AIR PACK) FOR THE COLTS NECK FIRE DEPARTMENT
N.J. STATE CONTRACT# 24-FLEET-61850
$92,324.96

BE IT RESOLVED by the Township Committee of Colts Neck Township that it hereby authorizes the purchase of a 15-year Carbon-Wrapped cylinder & valve assembly (Scott Air Pack) for the Colts Neck Fire Department, as follows:

VENDOR: Firefighter One
34 Wilson Drive
Sparta NJ, 07871

PURCHASE: 15-year Carbon-Wrapped cylinder & valve assembly (Scott Air Pack)

AMOUNT: $ 92,324.96

BE IT FURTHER RESOLVED AND CERTIFIED by John Antonides, Chief Financial Officer, that funds for this purpose are provided through various Capital Ordinances including but not limited to 2018-11, Capital Budget Account # C-02—060-295; and

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute any documents in this regard; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the following:

1. Kathleen Capristo, Administrator;
2. John Antonides, Chief Financial Officer; and
3. John Sauter, Chief, Colts Neck Fire 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 regular meeting held on the 29th day of October, 2025

_____
Trina Lindsey, Municipal Clerk

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

RESOLUTION 2025-181

RESOLUTION ADOPTING THE EMERGENCY OPERATIONS PLAN AND AUTHORIZING CONTINUED PARTICIPATION IN THE MONMOUTH COUNTY INTRA-COUNTY MUTUAL AID ASSISTANCE AGREEMENT BETWEEN MONMOUTH COUNTY, COLTS NECK TOWNSHIP AND PARTICIPATING UNITS

WHEREAS, Chapter 222, Public Law 1989 mandates the development and approval of Emergency Operations Plans for all municipalities, counties, and the State; and

WHEREAS, an Emergency Operations Plan will allow the Municipality in correlation with the Municipal Office of Emergency Management to better prepare and manage jurisdiction-wide emergencies; and

WHEREAS, Colts Neck Township must submit an Emergency Operations Plan through the County Office of Emergency management to the State Office of Emergency Management for initial review and approval, and will require recertification every two-(2) years, and

WHEREAS, the Township Committee of Colts Neck Township are in receipt of an Emergency Operations Plan and a request from the Colts Neck Township Office of Emergency Management for formal Adoption, and

WHEREAS, On June 26, 2019, the Township Committee of Colts Neck Township adopted Resolution 2019-110 authorizing the execution of the Monmouth County, Intra-County Mutual Aid and Assistance Agreement between the County, Colts Neck Township and Participating Units.

NOW, THEREFORE, BE IT RESOLVED by, the Township Committee of Colts Neck Township that the Colts Neck Township Emergency Operations Plan be and is hereby adopted.

BE IT FURTHER RESOLVED that the Township Committee of Colts Neck Township hereby authorize the continual participation in the Monmouth County Intra-County Mutual Aid and Assistance Agreement as referenced for the term consistent with the Municipal Emergency Operations Plan.

BE IT FUTHER RESOLVED that the Municipal Clerk forwards a certified true copy of this resolution to the Monmouth County Office of Emergency Management Coordinator.

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 regular meeting held on the 29th day of October, 2025

_____

Trina Lindsey, Municipal Clerk

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

RESOLUTION 2025-182

ACCEPTING THE RESIGNATION OF TOWNSHIP EMPLOYEE TRINA LINDSEY

BE IT RESOLVED by the Township Committee of Colts Neck Township that it hereby acknowledges the receipt of and accepts the resignation of Trina Lindsey effective November 14, 2025.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the following:

1. John Antonides, Chief Financial Officer; and
2. Kathleen Capristo, Township Administrator

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 regular meeting held on the 29th day of October, 2025

_____
Trina Lindsey, Municipal Clerk

RECORD OF VOTE						
	M	S	Yes	No	NV	Ab
Mayor Torchia Buss						
Deputy Mayor Viola						
Buzzetta						
Fitzpatrick						
Rizzuto						

M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent

RESOLUTION 2025-183

RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT WITH PIAZZA & ASSOCIATES, INC. FOR AFFORDABLE HOUSING ADMINISTRATION SUPPORT SERVICES

WHEREAS, pursuant to the NJ Fair Housing Act N.J.S.A. 52:27D-301 *et seq* and N.J.A.C. 5:80-26.1 et. seq., COLTS NECK TOWNSHIP is required to appoint an administrative agent for the administration of COLTS NECK TOWNSHIP affordable housing program to enforce the requirements of the NJ Fair Housing Act N.J.S.A. 52:27D-301 *et seq* and N.J.A.C. 5:80-26.1 et. seq.; and

WHEREAS, Section 102-97.1 of COLTS NECK TOWNSHIP provides for the appointment of an administrative agent to administer Colts Neck's affordable housing program.

WHEREAS, the Township Planner, Tim Anfuso, PP, was appointed by Resolution 2025-45 as Administrative Agent for Colts Neck Township on January 29, 2025; and

WHEREAS, Mr. Anfuso is currently out on an extended medical leave and as such the Township wishes to retain the services of Piazza & Associates, Inc. to provide support services during Mr. Anfuso's absence; and

WHEREAS, Piazza & Associates, Inc. is an experienced firm that provides such affordable housing services and has presented a proposal for same; and

WHEREAS, it is in the best interest of the Township to enter into an agreement with Piazza & Associates, Inc. to provide support services in connection with its affordable housing administration.

NOW THEREFORE BE IT RESOLVED, by the Governing Body of COLTS NECK TOWNSHIP, in the County of Monmouth and the State of New Jersey that the Mayor is herby authorized to execute an agreement between Colts Neck Township and Piazza & Associates, Inc.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the following:

1. Piazza & Associates, Inc.,
2. Kathleen Capristo, Township Administrator, and
3. John Antonides, CFO

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 a regular meeting held on the 29th day of October 2025

_____
Trina Lindsey, Municipal Clerk

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