



VERNON TOWNSHIP COUNCIL MEETING AGENDA

FEBRUARY 9, 2026

7:00 PM REGULAR SESSION (OPEN TO THE PUBLIC)

1. CALL TO ORDER

2. STATEMENT: Adequate Notice of this Regular Meeting was provided to the public and the press on January 22, 2026 and was posted at the Municipal Building in accordance with the Open Public Meetings Act, N.J.S.A.10:4-7.

3. SALUTE THE FLAG

4. ROLL CALL

5. MAYOR COMMENTS

6. PUBLIC COMMENT (For Current Agenda Items Only, Limited to 3 Minutes Per Person)

7. REVIEW OF BILLS LIST

8. APPROVAL OF MINUTES

January 15, 2026 – Executive Session

January 15, 2026 – Reorganization Meeting

January 21, 2026 – Special Emergency Meeting

January 29, 2026 – Regular Meeting

9. CONSENT AGENDA

Resolution #26-81: Authorizing Change Order #1 of Contract for Proposed Improvements to Various Streets-2025 Within Vernon Township with Tilcon New York, LLC

Resolution #26-82: Resolution Authorizing New Jersey Department of Community Affairs 2026 Local Recreation Improvement Grant Program

Resolution #26-83: Emergency Temporary Appropriations

Resolution #26-84: North Jersey Municipal Employee Benefits Fund Resolution to Renew

Resolution #26-85: Authorization to Endorse a Treatment Works Approval Application to the New Jersey Department of Environmental Protection for Construction of an On-Site Septic Field Located at Woodland Trails Campground, Block 345 Lots 3 & 4

Resolution #26-86: Authorizing Change Order #1 of Contract for Proposed Improvements to Canistear Road within Vernon Township with Tilcon New York, LLC

Resolution #26-87: Refund Overpayment (Block 257 Lot 33-Corelogic)

Resolution #26-88: Amending Resolution 26-02

Resolution #26-89: Resolution of the Township of Vernon, in the County of Sussex, New Jersey, Authorizing the Township to Enter into a Permanent Sewer Easement and a Permanent Drainage Easement and to vacate Existing Easements for the Property Identified as Block 402, Lots 2 & 3 in the Township and Commonly Known as 19-21 Omega Drive

Resolution #26-90: A Resolution Approving Participation with the State of New Jersey Federal Grant Program Administered by the New Jersey Department of Law & Public Safety, Office of the Attorney General

Resolution #26-91: Authorizing Signatures on Township Checks Pursuant to N.J.S.A. 40A:5-16

Resolution #26-92: Resolution of the Township of Vernon Appointing an Alternate Municipal Prosecutor

Resolution #26-93: Resolution Accepting the Completion of Road Improvements Project to Canistear Road within Vernon Township

Resolution #26-94: Resolution Accepting the Completion of Road Improvements Project to Various Street-2025 within Vernon Township

Resolution #26-95: Resolution Adopting and Establishing a Police Department Rules and Regulations Policy

10. RESOLUTIONS

Resolution #26-96: Resolution of the Township of Vernon, In the County of Sussex, New Jersey Authorizing the Township to the Execution of a Developer's Agreement with Red Hand LLC for the Property Identified on the Township Tax Maps as Block 402, Lots 2 & 3 and Commonly Known as 19-21 Omega Drive

Resolution #26-97: Resolution of the Mayor and Governing Body of the Township of Vernon, County of Sussex, State of New Jersey Adopting the "Rehabilitation Plan" for Vernon Township

Resolution #26-98: Resolution of the Mayor and Council of the Township of Vernon, in the County of Sussex, State of New Jersey Adopting Fourth Round of Affordable Housing Spending Plan

11. INTRODUCTION OF ORDINANCES

Ordinance #26-05: Ordinance to Repeal and Replace Existing Chapter 133, “Affordable Housing” of the Municipal Code of the Township of Vernon

Ordinance #26-06: Ordinance to Repeal and Replace the Existing Article XIV, “Affordable Housing” of the Municipal Code of the Township of Vernon

12. PUBLIC HEARING/ADOPTION OF ORDINANCES

Ordinance #26-01: Calendar Year 2026 Model Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A: 4-45.14)

Ordinance #26-02: Ordinance of the Township of Vernon, County of Sussex, State of New Jersey, Releasing, Extinguishing and Vacating the Rights of the Public in a Portion of Block 436, Lot 22, Burgher Road.

Ordinance #26-03: Ordinance Extending Lease Agreement Between the Vernon Township Board of Education and the Township of Vernon, and Sub-Lease Agreement Between the Township of Vernon and the Dog Owners Gathering Society of Vernon Township Inc., For Certain Unimproved Real Estate Identified on the Official Tax Maps of the Township of Vernon as Block 308 Lot 2 (Old Block 133, Lot 2.05)

Ordinance #26-04: An Ordinance to Amend Chapter 250, Entitled “Fees and Escrows” of the Code of the Township of Vernon, Sussex County, New Jersey

13. PUBLIC COMMENT (Limited to 5 Minutes On Any Topic)

14. COUNCIL COMMENTS

15. COUNCIL PRESIDENT COMMENTS

16. ADJOURNMENT

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Range of Checking Accts: First to Last Range of Check Dates: 01/01/26 to 02/04/26
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
10-001		GENERAL/CENTRAL CHECKING			
65270	01/22/26	4IMPR005 4Imprint			649
25-00937		Rec Program Supplies	1,180.83		
65271	01/22/26	ACEWA005 ACE WALCO TERMITE & PEST CONTR			649
25-00169		PEST CONTROL SERVICES	78.97		
65272	01/22/26	ACMEM005 ACME MARKETS, INC			649
25-00056		Senior Center Programs	301.25	Portion charged to Senior Trust	
65273	01/22/26	ACTION010 ACTION DATA SERVICES			649
25-01615		Payroll Invoices- 12.15.25	400.02		
26-00010		Payroll Invoices- 12.31.25	415.32		
			815.34		
65274	01/22/26	AEPEN005 AEP Energy INC.			649
25-01632		Municipal Electric Services	17.11		
65275	01/22/26	AIRGR005 AIRGROUP LLC			649
25-01629		EMERGENCY-BLOWING COLD AIR	452.70		
65276	01/22/26	ALLIE020 ALLIED OIL			649
25-00092		Municipal Gas & Diesel Fuel	9,539.56		
65277	01/22/26	ALPHA010 ALPHA STAMP & ENGRAVING CO.			649
25-01434		Community Recognition	85.00		
25-01574		Plaques Council	170.00		
			255.00		
65278	01/22/26	AMAZO005 AMAZON.COM SERVICES LLC			649
25-00012		Police Supplies	702.79		
25-01552		2026 office supplies	580.71		
25-01605		OEM Supplies	155.77		
25-01611		SUPPLIES B&G	194.25		
			1,633.52		
65279	01/22/26	AMYHA005 AMY HACKETT			649
25-01627		MAC Grant Q2 Consultant	1,250.00		
65280	01/22/26	ARKEL005 ARKEL MOTORS INC			649
25-00241		PARTS TO REPAIR INTER'L TRKS	3,103.37		
65281	01/22/26	ASSOC020 Associated Appraisal Group Inc			649
25-00798		Property Appraisal - Legends	15,000.00		
65282	01/22/26	AUTOM010 AUTOMATIC TEMPERATURE CONTROL			649
25-01510		COMPUTER CONTROLS MB	1,550.00		
65283	01/22/26	BASSA005 BASSANI POWER EQUIPMENT			649
25-00267		PARTS TO REPAIR SCAG MOWERS	802.53		

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PO #		Description			Contract
10-001		GENERAL/CENTRAL CHECKING	Continued		
65284	01/22/26	BILLI005 Billiard Town			649
		25-01598 SC Pool Table Repair	1,250.00		
65285	01/22/26	BOBBI005 BOB & BILL'S SERVICE STATION			649
		25-00193 VARIOUS TOWING NEEDS	175.00		
65286	01/22/26	CAMPB010 CAMPBELL SUPPLY CO, LLC,			649
		25-00257 REPAIRS TO FIRE TRUCKS	4,292.40		
65287	01/22/26	CAMPB020 CAMPBELL FREIGHTLINER, LLC			649
		25-00191 PARTS TO REPAIR FREIGHTLINER	883.14		
		25-00192 PARTS TO REPAIR FIRE TRUCKS	1,931.01		
			2,814.15		
65288	01/22/26	CAROL010 Carolyn Barton			649
		25-00904 SC Yoga Classes	440.00	Charged to Senior Trust	
65289	01/22/26	CINTA005 CINTAS CORPORATION NO 2			649
		25-00302 Janitorial Supplies	367.67		
		25-00374 UNIFORM EXPENSE	917.14		
			1,284.81		
65290	01/22/26	CLUTC005 DOVER BRAKE & CLUTCH			649
		25-00198 PARTS TO REPAIR DPW VEHICLES	18.37		
65291	01/22/26	COUNT045 COUNTY OF SUSSEX			649
		25-00062 SC Transportation	4,166.67		
65292	01/22/26	CUSTO005 CUSTOM BANDAG INC			649
		25-00195 VARIOUS TIRES DPW VEHICLES	1,539.34		
65293	01/22/26	DEFEN005 Defense Technology LLC			649
		25-01516 OC Aersol Instructor	375.00		
65294	01/22/26	DEJAN010 DEJANA TRUCK & UTILITY COMPANY			649
		25-00433 OUTFIT NEW VOLVO CHASSIS TRK	102,632.00		
65295	01/22/26	DELTA005 DELTA DENTAL PLAN OF NJ			649
		26-00004 Dec 2025	14,317.83		
		26-00006 Jan 2026	15,305.65		
			29,623.48		
65296	01/22/26	DONNE015 RR DONNELLEY			649
		25-01547 Township Envelopes	627.30		
65297	01/22/26	ELIZA005 ELIZABETHTOWN GAS CO			649
		25-00096 Municipal Gas Services	1,807.24		
65298	01/22/26	ENTER020 ENTERPRISE FLEET MANAGMENT, INC			649
		25-00025 Police 591495A	17,203.48		
		25-00030 CAR LEASE	528.27		

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PO #		Description			Contract
10-001		GENERAL/CENTRAL CHECKING	Continued		
65298		ENTERPRISE FLEET MANAGMENT, INC	Continued		
25-00199		MONTHLY LEASE PAYMENTS	14,167.51		
			31,899.26		
65299	01/22/26	FEDER015 FEDERAL EXPRESS			649
25-00101		Municipal Express Postage	100.14		
65300	01/22/26	FINIS005 FINISH LINE INC			649
25-00383		Rec Board Members	538.00		
25-01274		INSPECTOR SHIRTS	703.00		
			1,241.00		
65301	01/22/26	FRISB005 FRISBIE ENTERPRISES			649
25-01553			675.00		
65302	01/22/26	GABRI015 GABRIELLI KENWORTH OF NJ LLC			649
25-00208		PARTS TO REPAIR KENWORTH TRKS	51.74		
65303	01/22/26	GARDE030 GARDEN STATE LABORATORIES, INC			649
25-00692		Municipal Water Testing 2025	430.00		
65304	01/22/26	GEORG040 George Koustas Painting LLC			649
25-01603		REPAIR GARAGE FLOOR	28,000.00		
65305	01/22/26	GPCNA005 NAPA Auto Parts			649
25-00204		PARTS TO REPAIR DPW & MUNI VEH	591.72		
65306	01/22/26	HAROL005 HAROLD E PELLOW AND ASSOC, INC		01/22/26 VOID	0
65307	01/22/26	HAROL005 HAROLD E PELLOW AND ASSOC, INC			649
25-01617		Eng serv Burgher Road Vacation	974.45		
25-01618		Eng-Roads, LDP, Stormwater	11,357.95		
			12,332.40		
65308	01/22/26	HERAL005 NEW JERSEY HERALD			649
25-00082		Legal Advertising - Admin	39.06		
65309	01/22/26	HHAUT005 H & H AUTO PARTS OF VERNON			649
25-00226		PARTS TO REPAIR DPW VEHICLES	301.80		
65310	01/22/26	HIENE005 HI ENERGY ENTERTAINMENT			649
25-01602		DJ Services Senior Holiday Lun	250.00		
65311	01/22/26	HIGHL010 HIGHLAND FLOWERS AND GIFTS			649
25-00063		SC Programs	391.50		
65312	01/22/26	INFIN005 INFINITY CREATIVE ARTS			649
25-00343		Rec Event Signs and Banners	616.50	Portion charged to Recreation	
65313	01/22/26	JCALD005 J. CALDWELL & ASSOCIATES LLC			649
25-01613		Planner Car Wash Redevelopment	150.00		

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PO #		Description			Contract
10-001		GENERAL/CENTRAL CHECKING	Continued		
65314	01/22/26	JCPL0005 JCP&L			649
25-00102		Municipal Electric Services	14,533.81		
65315	01/22/26	JDSAL005 NEXGEN POWER EQUIPMENT INC			649
25-00211		MONTHLY MAINT OF WATER RECYC	320.00		
65316	01/22/26	JESCO005 JESCO, INC.			649
25-00212		PARTS TO REPAIR J DEERE EQUIP	30.37		
65317	01/22/26	JOHNS020 JOHNNY ON THE SPOT DBA UNITED			649
25-00069		Porta Potty Rentals	418.15		
65318	01/22/26	KINGM005 KING MOENCH HIRNIAK MEHTA&COLL			649
25-01614		Legal Litigation 3rd Qtr 2025	9,832.50		
65319	01/22/26	KMMTR005 KMM TREE AND LAWN SERVICE LLC			649
25-01525		TREE REMOVAL FOR SAFETY	4,000.00		
25-01560		EMERGENCY-DANGEROUS TREE	400.00		
			4,400.00		
65320	01/22/26	KUIKE005 KUIKEN BROTHERS CO., INC.			649
25-00129		SIGN SUPPLIES	77.54		
25-00176		B&G REPAIRS	144.05		
25-00314		PARK SUPPLIES	55.64		
			277.23		
65321	01/22/26	KUNZO005 APRIL A KUNZ-OLEKSY			649
25-00059		SC Exercise Classes	520.00	Charged to Senior Trust	
65322	01/22/26	LANDS015 NOTCHWOOD LANDSCAPE			649
25-00117		SNOW PLOWING BARRY LAKES	16,894.50		
65323	01/22/26	LANGU005 LANGUAGE LINE SERVICE			649
25-00311		2025/Municipal Court	22.10		
65324	01/22/26	LEWEN005 Lew Environmental Services LLC			649
25-01626		Lead inspections	897.60		
65325	01/22/26	MCAFE010 MC AFEE HARDWARE CO., INC.			649
25-00068		Rec Program Supplies	150.00		
25-00126		SIGN SUPPLIES	89.10		
25-00181		PARKS SUPPLIES	19.48		
25-00216		VARIOUS HARDWARE NEEDS	194.84		
			453.42		
65326	01/22/26	MCGRA005 MC GRATH MUNICIPAL EQUIPMENT L			649
25-01512		PARTS TO REPAIR ASPHALT TRAIL	148.50		
65327	01/22/26	MCICO010 MCI COMMUNICATION SERVICES			649
25-01612		Municipal Phone Serv Long Dist	501.47		

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PO #		Description			Contract
10-001		GENERAL/CENTRAL CHECKING	Continued		
65328	01/22/26	MCMAN005 MC MANIMON SCOTLAND & BAUMANN,			649
		25-01578 Omega Dr Redevelopment	1,066.50		
		25-01579 Legal - Legends Redevelopment	1,777.00		
			2,843.50		
65329	01/22/26	NATIO105 NATIONAL HIGHWAY PRODUCTS, INC			649
		25-00134 SIGN SUPPLIES	603.40		
65330	01/22/26	NJMEB005 NJMEBF			649
		26-00007 December 2025	312,431.00		
		26-00008 January 2026	365,371.00		
			677,802.00		
65331	01/22/26	NJSTL005 NJ ST LEAGUE OF MUNICIPALITIES			649
		25-01622 Newly Elected Seminar Ooms	150.00		
65332	01/22/26	NRGBU005 NRG BUSINESS MARKETING			649
		25-01631 ETown gas Co-op Nov 2025	1,178.71		
65333	01/22/26	POSIT005 POSITIVE PROMOTIONS INC			649
		25-01378 Rec Holiday Events	1,509.81	Portion charge to Recreation Trust	
65334	01/22/26	PRIME005 PRIMEPOINT LLC			649
		25-00438 TIME SYSTEM INVOICES 2025	377.25		
65335	01/22/26	ROBER035 ROBERTS AND SON, INC			649
		25-00269 VARIOUS AFTERMARKET VEH PARTS	575.00		
65336	01/22/26	ROUTE005 ROUTE 23 AUTO MALL LLC			649
		25-00229 PARTS TO REPAIR DPW VEHICLES	519.27		
65337	01/22/26	RSPHI005 R.S.PHILLIPS STEEL, LLC			649
		25-00135 SIGN SUPPLIES	28.00		
65338	01/22/26	SCHEN010 SCHENCK PRICE SMITH & KING LLP			649
		25-01625 Legal - Tax Appeal Serv 2025	1,792.88		
65339	01/22/26	SHELT010 SHELTER POINT LIFE INS COMPANY			649
		25-01435 Vol Firefighter Insur/Training	294.22		
65340	01/22/26	SPACE005 SPACE WILD ANIMAL FARM INC			649
		25-00173 DEER CARCASS REMOVAL	27.00		
65341	01/22/26	STAND005 STANDARD INSURANCE CO.			649
		26-00011 December 2025	2,905.03		
65342	01/22/26	STAPL010 Staples Contract & Commercial			649
		25-00095 Admin Office Supplies	160.79		
		25-01555 Office Supplies	889.11		
		25-01597 Supplies	224.66		
			1,274.56		

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PO #		Description			Contract
10-001		GENERAL/CENTRAL CHECKING	Continued		
65343	01/22/26	SUBUR005 SUBURBAN PROPANE ,L.P.			649
		25-00824 Blanket PO Propane Services	72.00		
65344	01/22/26	SUEZW005 VEOLIA WATER NEW JERSEY, INC.			649
		25-00098 Blanket - Water Serv 21 Church	781.95		
65345	01/22/26	SUSSE095 SUSSEX COUNTY M.U.A.			649
		25-00123 PLASTIC RECYCLING	117.00		
		25-00325 GARBAGE DISPOSAL	223.75		
			340.75		
65346	01/22/26	SUSSE170 SUSSEX RURAL ELECTRIC CO-OP			649
		25-00103 Blanket - Municipal Electric	666.21		
65347	01/22/26	TEES0005 ROOSTER TEES			649
		25-01606 OEM QquarterZip	244.20		
65348	01/22/26	TELEP005 WARWICK VALLEY TELEPHONE			649
		25-00009 Police Livescan	166.74		
		25-00010 Police Digital Radio	139.60		
		25-00100 Municipal Phone Service	1,432.40		
			1,738.74		
65349	01/22/26	TOMVA005 TOM VAN LEUVEN			649
		25-01215 2025 Conference Expenses	220.48		
65350	01/22/26	TREAS015 TREASURER, PETTY CASH			649
		26-00002 Petty Cash - Finance	100.00		
65351	01/22/26	TREAS015 TREASURER, PETTY CASH			649
		26-00003 Petty Cash - Police	500.00		
65352	01/22/26	TREAS015 TREASURER, PETTY CASH			649
		26-00005 Petty Cash - DPW	100.00		
65353	01/22/26	TREAS045 TREASURER, STATE OF NEW JERSEY			649
		26-00001 4th qtr 2025 state train fee	8,114.00		
65354	01/22/26	TURN0005 TURN OUT UNIFORMS			649
		25-01596 uniforms	672.00		
65355	01/22/26	VALLE010 VALLEY PAINT & HARDWARE			649
		25-00184 SUPPLIES B&G	31.36		
65356	01/22/26	VERIZ010 VERIZON WIRELESS			649
		25-00027 Police MDT	600.19		
65357	01/22/26	VERIZ035 VERIZON CONNECT FLEET USA LLC			649
		25-00167 GPS SERVICE DPW	724.60		
65358	01/22/26	VERNO075 VERNON SENIOR RECREATION			649
		25-00061 SC Programs	100.00		

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PO #		Description			Contract
10-001		GENERAL/CENTRAL CHECKING	Continued		
65359	01/22/26	VERNO120 VERNON TWP BOARD OF EDUCATION			649
26-00165		January Current Expenses 2026	2,085,430.04		
65360	01/22/26	VERNO225 VERNON VETERINARY ASSOCIATES,			649
25-00039		Medical/ Vet Service	600.19		
25-00409		Rabies Clinic	400.00		
			1,000.19		
65361	01/22/26	VILLA015 VILLAGE OF LAKE GLENWOOD, INC			649
25-01621		2024 Street Lighting Charges	444.90		
65362	01/22/26	VISIO005 VISION SERVICE PLAN			649
26-00009		January 2026	2,100.47		
65363	01/22/26	WELLS055 KONICA MINOLTA PREMIER FINANCE			649
25-00088		Municipal Copier Lease (6)	3,296.73		
65364	01/22/26	YMMCA005 YMCA OF THE ORANGES			649
25-00940		SC Exercise Classes	260.00	Charged to Senior Trust	
65365	02/04/26	ABBEY005 ABBEY GLEN PET MEMORIAL PARK			651
25-00044		Animal Shelter- Creamation	441.15		
65366	02/04/26	AIRGR005 AIRGROUP LLC			651
26-00034		EMERGENCY-NO HEAT ANIMAL CONTR	452.70		
65367	02/04/26	ALLIE020 ALLIED OIL			651
25-00092		Municipal Gas & Diesel Fuel	10,251.48		
26-00101		Municipal Fuel Gas & Diesel	11,548.57		
			21,800.05		
65368	02/04/26	AMAZO005 AMAZON.COM SERVICES LLC			651
25-01032		B&G JANITORIAL	178.00		
65369	02/04/26	ARKELO05 ARKEL MOTORS INC			651
26-00239		EMERGENCY REPAIR TRUCK 77	1,856.32		
65370	02/04/26	BASSA005 BASSANI POWER EQUIPMENT			651
25-00267		PARTS TO REPAIR SCAG MOWERS	88.45		
65371	02/04/26	BRIGH010 BRIGHTSPEED			651
26-00059		Municipal Phone Service 2025	381.25		
65372	02/04/26	BRTTE005 BRT Technologies, LLC			651
26-00154		2026 Software License	1,002.55		
65373	02/04/26	CAMPB010 CAMPBELL SUPPLY CO, LLC,			651
25-00257		REPAIRS TO FIRE TRUCKS	485.66		
26-00022		EMERGENCY-REPAIRS VTFD RESCUE	70.97		
			556.63		

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PO #		Description			Contract
10-001		GENERAL/CENTRAL CHECKING	Continued		
65374	02/04/26	CAMPB020 CAMPBELL FREIGHTLINER, LLC			651
25-00191		PARTS TO REPAIR FREIGHTLINER	100.01		
26-00024		EMERGENCY-PARTS TO REPAIR VTFD	213.17		
			313.18		
65375	02/04/26	CANNI005 THE CANNING GROUP LLC			651
26-00063		2026 QPA Services	1,750.00		
65376	02/04/26	CINTA005 CINTAS CORPORATION NO 2		02/04/26 VOID	0
65377	02/04/26	CINTA005 CINTAS CORPORATION NO 2			651
25-00302		Janitorial Supplies	162.68		
25-00374		UNIFORM EXPENSE	444.37		
26-00018		AED Maintenance	424.00		
26-00208		JANITORIAL EXPENSE	488.04		
26-00210		UNIFORM EXPENSE	1,290.26		
			2,809.35		
65378	02/04/26	COMMI005 NEW JERSEY MOTOR VEHICLE COMMI			651
26-00299		NJDMV CAIR Program 2026	150.00		
65379	02/04/26	COUNT065 COUNTY OF SUSSEX			651
26-00074		4th qtr 2025 health insurance	12,284.61		
65380	02/04/26	CRYST005 CRYSTAL MOUNTAIN SPRINGS			651
25-00313		WATER COOLER SERVICE	146.32		
26-00077		WATER COOLER SERVICE	474.49		
			620.81		
65381	02/04/26	DELTA005 DELTA DENTAL PLAN OF NJ			651
26-00312		Feb 2026	15,350.27		
65382	02/04/26	DEWBE005 DEWBERRY ENGINEERS, INC.			651
24-00422		PS2 replacement	235.00		
65383	02/04/26	DOWNT005 MISHELLE DOWNTAIN			651
26-00083		2026 NJRPA Conf M Downtain	291.00		
65384	02/04/26	DREWW005 DREW VAN GORDER			651
26-00013		BOOT REIMBURSEMENT	146.97		
65385	02/04/26	EDDIE005 EDDIE K'S MECHANICAL SERVICES			651
26-00084		Emergency Repair SC Sanitizer	495.00		
65386	02/04/26	EDMUN005 EDMUNDS & ASSOCIATES, INC			651
26-00090		SOFTWARE MAINTENANCE 2026	9,734.12		
26-00098		2026 VALIDATOR MAINTENANCE FEE	538.65		
			10,272.77		
65387	02/04/26	ELIZA005 ELIZABETHTOWN GAS CO			651
25-00096		Municipal Gas Services	5,244.58		

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
10-001		GENERAL/CENTRAL CHECKING	Continued		
65388	02/04/26	ENTER020 ENTERPRISE FLEET MANAGMENT, INC			651
		26-00032 Enterprise - January	4,630.39		
		26-00056 CAR LEASE	528.27		
		26-00060 Admin & VEMS Car Lease	1,356.76		
			6,515.42		
65389	02/04/26	FEDER015 FEDERAL EXPRESS			651
		25-00101 Municipal Express Postage	10.65		
65390	02/04/26	FIREF010 FIREFIGHTER ONE LLC			651
		25-01255 turn out gear	111,384.00		
65391	02/04/26	FIRST095 First Priority Emerg. Vehicles			651
		25-00239 FOR PARTS TO REPAIR VES VEH	465.00		
65392	02/04/26	FLORI005 FLORIO, PERRUCCI,STEINHARDT &			651
		25-00097 2025 Twp Legal Labor Services	1,220.00		
65393	02/04/26	GIANA005 MARCY GIANATTASIO			651
		26-00298 Zoom Webinar 12-25-25/2-24-26	136.46		
65394	02/04/26	GRANI005 GRANICUS, LLC			651
		26-00238 Rental Registration Services	8,167.97		
65395	02/04/26	HANSM005 Han & Smith			651
		25-00591 2025 Prosecutor Services	1,750.00		
65396	02/04/26	HAROL005 HAROLD E PELLOW AND ASSOC, INC		02/04/26 VOID	0
65397	02/04/26	HAROL005 HAROLD E PELLOW AND ASSOC, INC			651
		26-00046 Eng - Roads, LDP's, Parks	8,025.25		
		26-00093 Engineering Services ROP	1,352.50		
			9,377.75		
65398	02/04/26	HERAL005 NEW JERSEY HERALD			651
		26-00100 TAX LIST NOTICE	10.60		
65399	02/04/26	INTEG010 INTEGRATED MICRO SYSTEMS, INC			651
		26-00062 Municipal IT Services	4,800.00		
65400	02/04/26	JCALD005 J. CALDWELL & ASSOCIATES LLC			651
		25-00047 2025 LUB Planner Blanket PO	150.00		
		26-00305 Planner Highlands HE&FSP	1,363.75		
			1,513.75		
65401	02/04/26	JCPL0005 JCP&L			651
		25-00102 Municipal Electric Services	11,730.92		
65402	02/04/26	JESCO005 JESCO, INC.			651
		26-00025 EMERGENCY-PARTS REPAIR LOADER	43.50		

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
10-001		GENERAL/CENTRAL CHECKING	Continued		
65402		JESCO, INC.	Continued		
26-00026		EMERGENCY-FOR PARTS LOADER	101.21		
			144.71		
65403	02/04/26	LANDS015 NOTCHWOOD LANDSCAPE			651
25-00117		SNOW PLOWING BARRY LAKES	26,738.25		
26-00035		SNOW PLOWING BARRY LAKES	27,001.50		
			53,739.75		
65404	02/04/26	LANGU005 LANGUAGE LINE SERVICE			651
25-00311		2025/Municipal Court	6.80		
65405	02/04/26	LAWSO010 LAWSON PRODUCTS			651
25-00213		VARIOUS SHOP SUPPLIES	610.00		
65406	02/04/26	LOEFF005 LOEFFEL'S WASTE OIL SERVICE LL			651
25-00118		FOR USED OIL RECYCLING	724.91		
65407	02/04/26	LUKEV005 LUKE VAN GORDER			651
26-00012		BOOT REIMBURSEMENT	150.00		
65408	02/04/26	MCAFE010 MC AFEE HARDWARE CO., INC.			651
25-01624		batteries and chargers	439.98		
65409	02/04/26	MCICO005 MCI COMMUNICATIONS SERVICES, I			651
26-00017		Municipal Long Distance Serv	498.57		
65410	02/04/26	MICRO015 MICROSYSTEMS-NJ.COM, LLC			651
26-00095		2026 EMAIL SERVICE	120.00		
65411	02/04/26	MONTA015 MONTAGUE TOOL & SUPPLY			651
25-00219		VARIOUS CHAINSAW NEEDS	143.06		
65412	02/04/26	MORTO005 MORTON SALT, INC			651
25-00143		ROAD SALT	159,165.83		
65413	02/04/26	MUNCO005 MUNCO OF NEW JERSEY			651
26-00057		INSPECTOR MEMBERSHIP	100.00		
65414	02/04/26	NJDMV005 NJDMVC			651
26-00257		TITLE PATROL CAR 302	60.00		
65415	02/04/26	NJDMV005 NJDMVC			651
26-00258		TO TITLE HLFD NEW TANKER	60.00		
65416	02/04/26	NJDMV005 NJDMVC			651
26-00259		TITLE MACAFEE FIRE DEPT TANKER	60.00		
65417	02/04/26	NJSTA010 NJ ST ASSOC OF POLICE CHIEFS			651
26-00205		Command and Leadership Memb.	50.00		

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
10-001		GENERAL/CENTRAL CHECKING	Continued		
65418	02/04/26	NJSTL005 NJ ST LEAGUE OF MUNICIPALITIES			651
26-00297	2026	NJLM Membership Dues	1,863.00		
65419	02/04/26	NORTH025 NORTH JERSEY COURT ADMIN ASSOC			651
26-00140	2026	Municipal Court	100.00		
65420	02/04/26	NRGBU005 NRG BUSINESS MARKETING			651
26-00019		Municipal Gas Service	1,396.53		
65421	02/04/26	OPRAN005 OPRANDY'S FIRE & SAFETY INC			651
25-00035		Oxygen Tank Refill	347.52		
65422	02/04/26	OTISE005 OTIS ELEVATOR COMPANY			651
26-00133		ELEVATOR SERVICE	200.00		
65423	02/04/26	PHOEN005 PHOENIX ADVISORS, LLC			651
26-00125	2025	Redevelopment Consulting	3,997.50		
65424	02/04/26	PITNE010 PITNEY BOWES SUPPLY LINE			651
26-00064		Postage Machine Lease R#22-225	975.57		
65425	02/04/26	PITNE020 Pitney Bowes - Purchase Power			651
26-00155		Office Equipment Maint Renewal	252.00		
65426	02/04/26	POCHU010 POCHUCK VALLEY FIRE DEPT.			651
26-00099		reimburse jan 2026 expenses	1,455.18		
65427	02/04/26	RAYBR005 RAY BROSS SANITATION & CONSTRU			651
25-00115		SNOW PLOWING HIGHLAND LAKES	51,000.00		
26-00037		SNOW PLOWING HIGHLAND LAKES	6,525.00		
26-00269		SNOW PLOWING HIGHLAND LAKES	45,150.00		
			102,675.00		
65428	02/04/26	SCHEN010 SCHENCK PRICE SMITH & KING LLP			651
26-00014		Legal Tax Appeals Dec 2025	1,690.50		
65429	02/04/26	SHARO005 SHARON MENDOZA			651
26-00091		REPLACEMENT PO # 24-01079	5,280.37		
65430	02/04/26	SONIA005 Sonia P. Barria			651
25-01607	2025	municipal court	122.50		
65431	02/04/26	SPATI005 SPATIAL DATA LOGIC, INC			651
26-00153		Dept Permitting Licenses	27,820.80		
65432	02/04/26	SPEID005 SPEIDEL & SONS CONTRACTING INC		02/04/26 VOID	0
65433	02/04/26	SPEID005 SPEIDEL & SONS CONTRACTING INC			651
25-00109		SNOW PLOWING LAKE WALLKILL	8,575.00		
25-00111		SNOW PLOWING LAKE PANORAMA	7,835.00		
25-00113		SNOW PLOWING LAKE GLENWOOD	4,892.50		
26-00039		SNOW PLOWING LK WALLKILL	9,810.00		

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
10-001		GENERAL/CENTRAL CHECKING	Continued		
65433		SPEIDEL & SONS CONTRACTING INC	Continued		
26-00040		SNOW PLOWING LK GLENWOOD	6,345.00		
26-00041		SNOW PLOWING LK PANORAMA	9,810.00		
26-00044		SNOW PLOWING LAKE WALLKILL	9,665.00		
26-00050		SNOW PLOWING LAKE PANORAMA	13,855.00		
26-00053		SNOW PLOWING LAKE GLENWOOD	5,605.00		
			76,392.50		
65434	02/04/26	STAPL010 Staples Contract & Commercial			651
25-01031		B&G JANITORIAL SUPPLIES	570.66		
25-01600		Tissues	36.91		
25-01630		SUPPLIES DPW	290.18		
			897.75		
65435	02/04/26	STATE125 STATEWIDE INSURANCE FUND			651
26-00061		Municipal Insurance 2026 #1	321,739.00		
65436	02/04/26	SUEZW005 VEOLIA WATER NEW JERSEY, INC.			651
25-00046		Water Upgrade Project	498,390.00		
25-00098		Blanket - Water Serv 21 Church	732.85		
			499,122.85		
65437	02/04/26	TELEP005 WARWICK VALLEY TELEPHONE			651
26-00103		Municipal Phone Service	695.44		
65438	02/04/26	TOWNS015 TOWNSHIP OF RANDOLPH			651
26-00309		MEMBERSHIP FEE 2026 MCCPC	1,100.00		
65439	02/04/26	TRACT005 TRACTOR SUPPLY COMPANY			651
25-00042		Animal Shelter supplies	2,000.00		
65440	02/04/26	URBAN005 DENISE URBANIAK			651
25-00070		Rec Programs	310.00	Portion charged to Recreation Trust	
65441	02/04/26	VALLE030 VALLEY PHYSICIAN SERVICES, PC			651
26-00016		DPW- CDL Testing	621.00		
65442	02/04/26	VERIZ010 VERIZON WIRELESS			651
25-00099		Municipal Cell Phone Service	1,174.86		
65443	02/04/26	VERIZ035 VERIZON CONNECT FLEET USA LLC			651
25-00167		GPS SERVICE DPW	722.65		
65444	02/04/26	VERNO065 VERNON POLICE ATHLETIC LEAGUE			651
26-00102		Opiod Settlement Activity	1,112.98		
65445	02/04/26	VERNO120 VERNON TWP BOARD OF EDUCATION			651
26-00314		Jan Current & Debt Serv 2026	2,099,771.64		
65446	02/04/26	WBMA005 W B MASON CO INC			651
25-01583		Office Supplies	154.52		

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
10-001		GENERAL/CENTRAL CHECKING	Continued		
65447	02/04/26	WEINE005 WEINER LAW GROUP LLP			651
25-00045	2025	LUB Attorney Blanket PO	810.00		
26-00015		Legal Affordable Housing	234.00		
			1,044.00		
65448	02/04/26	WILMI005 Wilmington Trust			651
26-00265	2025	vernon twp 20a & 20b sink	1,000.00		
65449	02/04/26	WTHTE005 WTH TECHNOLOGY, INC			651
25-01417		AVL	2,225.00		
26-00202		THINK GIS	1,386.00		
			3,611.00		
Checking Account Totals					
		Paid	Void	Amount Paid	Amount Void
	Checks:	176	4	6,722,288.58	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	176	4	6,722,288.58	0.00
22-001		PAYROLL AGENCY			
4979	01/28/26	AFSCM005 A.F.S.C.M.E., NEW JERSEY COUNC			650
26-00166	January 2026		1,347.32		
4980	01/28/26	LOCAL005 P.B.A. LOCAL 285			650
26-00168	January 2026		1,650.00		
4981	01/28/26	LOCAL010 U.A.W. LOCAL 2326			650
26-00167	January 2026		640.00		
4982	01/28/26	POLIC005 POLICE AND FIREMAN'S INS. ASSO			650
26-00169	January 2026		98.34		
4983	01/28/26	TRANS015 TRANS WORLD ASSURANCE COMPANY			650
26-00170	January 2026		920.00		
Checking Account Totals					
		Paid	Void	Amount Paid	Amount Void
	Checks:	5	0	4,655.66	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	5	0	4,655.66	0.00
Report Totals					
		Paid	Void	Amount Paid	Amount Void
	Checks:	181	4	6,726,944.24	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	181	4	6,726,944.24	0.00

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	5-01	381,690.91	0.00	0.00	381,690.91
CURRENT FUND	6-01	5,309,455.73	90.00	0.00	5,309,545.73
CAPITAL FUND	C-04	753,657.72	0.00	0.00	753,657.72
GRANT FUND	G-02	7,394.23	0.00	0.00	7,394.23
OTHER TRUST	T-14	268,152.49	0.00	0.00	268,152.49
RECREATION TRUST	T-16	1,613.50	0.00	0.00	1,613.50
COAH	T-20	234.00	0.00	0.00	234.00
PAYROLL	T-22	4,655.66	0.00	0.00	4,655.66
Year Total:		274,655.65	0.00	0.00	274,655.65
Total of All Funds:		6,726,854.24	90.00	0.00	6,726,944.24

TOWNSHIP OF VERNON

RESOLUTION #26-81

**AUTHORIZING CHANGE ORDER #1 OF CONTRACT FOR
PROPOSED IMPROVEMENTS TO VARIOUS STREETS-2025
WITHIN VERNON TOWNSHIP WITH TILCON NEW YORK, LLC**

WHEREAS, on August 11, 2025 by way of adoption of Resolution #25-211, the Council of the Township of Vernon awarded a contract to Tilcon New York, Inc for Milling & Paving on Various Streets which contract provided for an expenditure of \$248,527.50 and


WHEREAS, in a memo dated February 4, 2026, the Township Engineer states that the contract requires a Change Order #1 by the addition of two (2) extra items in amount of \$12,535.47 and the reduction of two (2) items in total amount of \$3,189.18; and

WHEREAS, the Township Engineer, in concurrence with the Mayor, recommends approving Change Order No. 1 resulting in the adjusted increased final contract amount of \$257,873.79.

NOW THEREFORE BE IT RESOLVED, by the Council of the Township of Vernon that it hereby approves the Township Engineer's recommendations and authorizes the Mayor to execute said Change Order No. 1 for said project resulting in the adjusted decreased final contract amount of \$257,873.79 for said project; and

BE IT FURTHER RESOLVED that certified copies of this Resolution be forwarded to Tilcon New York, Inc. and the Township Engineer.

Certification of Funds
Account: C-04-25-009-01
Amount: \$9,346.29

CMFO Signature: 

CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Meeting held on February 9, 2026 at 7:00 pm in the Vernon Municipal Center.

Marcy Gianattasio, RMC, CMR
Municipal Clerk

VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Ooms S.						
Rizzuto P.						
Sparta B.						
Higgins, W.						



HAROLD E. PELLOW & ASSOCIATES, INC.

CONSULTING ENGINEERS · PLANNERS · LAND SURVEYORS

ESTABLISHED 1969

HAROLD E. PELLOW, PRESIDENT
2022 Distinguished Engineering Service Award
from the NJ Society of Professional Engineers
NJ – P.E. & L.S., NJ – P.P., NJ – C.M.E.

ANN PELLOW WAGNER
NJ – C.L.A., VA – C.L.A., PA – C.L.A.
(6/26/84 – 7/27/89)

MATTHEW J. MORRIS
NJ – L.L.A., NJ – P.P.

DAVID B. SIMMONS, JR., VICE PRESIDENT
NJ – P.E. & L.S., NJ – P.P., NJ – C.M.E.
NY – P.E. & L.S., PA – P.E. & L.S.

THOMAS G. KNUTELSKY, ASSOCIATE
NJ – P.E., NJ – P.P.

CORY L. STONER, EXEC. VICE PRESIDENT
NJ – P.E., NJ – P.P., NJ – C.M.E.

February 4, 2026

VIA EMAIL (ARossi@vernontwp.com)

MEMORANDUM TO: Mr. Anthony Rossi, Vernon Township Mayor

FROM: Cory L. Stoner, P.E., C.M.E., Township Engineer

SUBJECT: PAPERWORK – Tilcon New York, Inc.
Proposed Improvements to Various Streets – 2025
*Lake Conway Various Streets - (Meadow Lane, Trefoil Lane, Sudan Lane, Timothy Lane,
Clover Lane, Conway Drive, Alsike Drive, Rebecca Drive)*
Milling & Paving
Township of Vernon, Sussex County
HPA No. 25-211

Dear Mayor,

Enclosed herewith please find the following paperwork for Tilcon New York, Inc. in regard to the above-referenced project:

1. Copy of Vernon Township Purchase Order No. 25-01136, Drawdown No. 2, in the amount of \$19,346.29, due Tilcon New York, Inc. for work completed through September 10, 2025.
2. Estimate Certificate No. 2 and Final reflecting the final quantities.
3. Three (3) copies of Change Order No. 1 which reflect an adjusted contract amount of 257,873.79. Kindly have an authorized representative sign and date all three copies on the line indicated Presiding Officer. Retain one copy for your file and return the remaining two copies to this office. We will forward one copy to Tilcon New York, Inc. and retain one copy in our files.
4. Letter dated October 21, 2025 from Joseph J. Obermeyer, Engineer-Performance Manager of Tilcon New York, Inc., certifying that Tilcon New York, Inc. has completed this project, and all costs incurred on this project have been paid in full. Costs include, but are not limited to, labor, materials, subcontractors, and equipment rental.

Mr. Anthony Rossi
RE: Proposed Improvements to Various Streets - 2025
February 4, 2026

Page 2

Please ensure that the Township has received all of Tilcon New York, Inc.'s payroll certifications prior to issuing the final payment to them for this project.

Very truly yours,



Cory L. Stoner, P.E., P.P., C.M.E.
HAROLD E. PELLOW & ASSOCIATES, INC.
Vernon Township Engineer

CLS:abe
K:\PROJECTS\MUNICIPAL\VERNON\COUNCIL\25-211 - 2025 VARIOUS STREETS RESURFACING\K CONWAY ROADWAYS\ROSSI3.DOC

Enclosures

cc: Irene Mills - Vernon Township Administrative Clerk (*via email*)
Jason Newell - Tilcon New York, Inc. (*via email*)
Janet Floyd - Tilcon New York, Inc. (*via email*)

HAROLD E. PELLOW & ASSOCIATES, INC.
Established 1969

17 PLAINS ROAD, AUGUSTA, NEW JERSEY 07822-2009 • TELEPHONE: 973-948-6463 • FAX: 973-948-2916
CERTIFICATE OF AUTHORIZATION NO. 24GA27969300

HAROLD E. PELLOW and ASSOCIATES, INC.

Consulting Engineers, Planners and Surveyors

17 Plains Road

Augusta, NJ 07822-2009

CHANGE ORDER NO. 1

1/9/2026


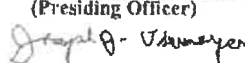
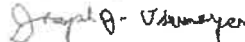
Project	Proposed Improvements to Lake Conway Roadways
Owner	Township of Vernon, Municipal Building, 21 Church Street, Vernon Township, NJ 07462
County	Sussex County
Contractor	Tilcon New York, Inc., 9 Entin Road, Parsippany, New Jersey 07054

In accordance with the project Supplementary Specification, the following are changes in the contract.

Location and Reason for Change (Attach additional sheets if required).

Location: Proposed Improvements to Lake Conway Roadways
Reason: As Noted

<u>ITEM NO.</u>	<u>DESCRIPTION</u>	<u>QUANTITY (+/-)</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
EXTRA				
1	HMA Milling, 2" Thick (As Built Quantities)	266.00 Sq. Yd.	\$ 2.95	\$ 784.70
2	Hot Mix Asphalt 9.5M64 Surface Course, 2" Thick (As Built Quantities)	151.33 TONS	\$ 77.65	\$ 11,750.77
Total EXTRA:				\$ 12,535.47
REDUCTION				
3	Fuel Price Adjustment	48.83% L.S.	\$ 5,000.00	\$ 2,441.44
4	Asphalt Price Adjustment	14.95% L.S.	\$ 5,000.00	\$ 747.74
Total REDUCTION:				\$ 3,189.18

AMOUNT OF ORIGINAL CONTRACT: \$248,527.50EXTRA: \$ 12,535.47ADJUSTED AMOUNT BASED ON
CHANGE ORDER NO. 1: \$257,873.79SUPPLEMENTAL: \$ -% CHANGE IN CONTRACT: +3.76%
[(+) Increase or (-) Decrease]REDUCTION: \$ 3,189.18TOTAL CHANGE: \$ 9,346.29
(Engineer)1-12-26
(Date)
(Presiding Officer)

(Contractor)1-12-26
(Date)

TOWNSHIP OF VERNON

RESOLUTION #26-82

**RESOLUTION AUTHORIZING NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS 2026
LOCAL RECREATION IMPROVEMENT GRANT PROGRAM**

Whereas, the Township of Vernon desires to apply for and obtain a grant from the New Jersey Department of Community Affairs (“Department”) 2026 Local Recreation Improvement Grant (“LRIG”) for an amount not to exceed \$75,000 to carry out a project to construct ballfield upgrades at Veteran’s Memorial Park; and,

Be it therefore RESOLVED,

- 1) that the Township of Vernon does hereby authorize the application for such a grant; and,
- 2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Township of Vernon and the New Jersey Department of Community Affairs.

Be it further RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

Anthony Rossi
Mayor

Tina Kraus
Business Administrator

CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Meeting held on February 9, 2026 at 7:00 pm in the Vernon Municipal Center.

Marcy Gianattasio, RMC, CMR
Municipal Clerk

VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Ooms S.						
Rizzuto P.						
Sparta B.						
Higgins, W.						

Local Recreational Improvement 2026
STATEMENT OF MAYOR/COUNTY OFFICIAL

I have reviewed and/or discussed the above proposed grant application with the Named Applicant and make the following statement:		
<input checked="" type="checkbox"/>	I am in support of this application and will work to integrate this service with others in this community, county and/or region.	
COMMENTS		
The proposed project is of strategic significance for the Township, as it provides critical upgrades to existing local recreational infrastructure, which is open to the benefit of the general public. As Mayor of the Township of Vernon, this action has my full support.		
Signature of Mayor or County Official		
Name:	Anthony Rossi	
Title:	Mayor	
Address:	21 Church Street	
Zip	07462	
Mayor or County Officer	Mayor	
<input checked="" type="checkbox"/>	I will upload the attachment(s).	

Local Recreational Improvement 2026
STATEMENT OF BOARD PRESIDENT

I have reviewed and/or discussed the above proposed grant application with the Named Applicant and make the following statement:



I am in support of this application

COMMENTS

As a New Jersey municipality, the Township of Vernon does not have a board of directors. Please accept this statement from our Mayor, Anthony Rossi, in absence of this requirement.

AGENCY DESCRIPTION

Briefly describe your agency and qualifications for implementing the proposed program project. Please include your agency's mission statement.

The Township of Vernon is a large municipality located in rural Sussex County, New Jersey. The Township is well versed in the application and execution of grant projects, and affirms that all requirements will be met for the LRIG program. For this project, the Township intends to construct new ballfield upgrades at Veteran's Memorial Park.

Signature of President of the Board of Treasury/Directors

Name of Board President:

Anthony Rossi

Title of Board President:

Mayor

Address:

21 Church Street

Address 2:

City:

Vernon

Zip:

07462

President of the Board:



I will upload the attachment(s).

**New Jersey Department of Community Affairs
APPLICATION FOR GRANT FUNDS**

CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge that:

- a. No grant funds awarded from State and/or Federal appropriations have been paid or will be paid, by or on behalf of the grantee, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any grant, the making of any loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any grant, loan, or cooperative agreement.
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this, grant, loan, or cooperative agreement, the grantee shall complete and submit the Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. This form can be found at the following website address: <http://www.hhs.gov/oagam/oam/opportunities/rfp0202/sf111.pdf>.
- c. The grantee shall require that the language of this compliance requirement (certification) be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This requirement (certification) is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Name of Agency Township of Vernon	
Name and Title of Official Signing for Agency Tina Kraus, Business Administrator	
Signature of Above Official	Date Signed 1/14/26

16. a. Will any member of the Board of Directors/Trustees receive any direct or indirect personal or monetary gain from the funding of this grant?

☐ Yes ☒ No

b. Does any member of the Board of Directors/Trustees serve on any board, council commission, committee or task force which has regulatory or advising influence on the funding program? ☐ Yes ☒ No

If yes, please describe:

17. Fiscal Contact Person

Title

Phone Number

18. Agency Fiscal Year

1/1 to 12/31

19. Name of CPA Firm Appointed by Grantee

20. Certification: The applicant certifies that to the best of his/her knowledge and belief all data supplied in this application and attachments are true and correct. The document has been duly authorized by the governing body of the applicant and further understands and agrees that any grant received as a result of this application shall be subject to the grant conditions and other policies, regulation, and rules issued by the New Jersey Department of Community Affairs which include provisions described in grant applications instructions.

Name and Title of Applicant (Print)

Signature of Applicant

Date of Application

**New Jersey Department of Community Affairs
APPLICATION FOR GRANT FUNDS**

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

In accordance to Federal Executive Order 12549, "Debarment and Suspension," the undersigned certifies, to the best of his or her knowledge that as an applicant, this agency or its key employees:

- a. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transaction by any Federal Department or agency, or by the State of New Jersey;
- b. have not within a 3-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense, in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or Local) transaction or contract under a public transportation; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- c. are not presently indicted or for otherwise criminally or civilly charged by a governmental entity (Federal, State, or Local) with commission of any offenses enumerated in paragraph (b) of this certification; and
- d. have not within 3-year period preceding this application had one or more public transactions (Federal, State, or Local) terminated for cause or default.

The applicant agrees that by submitting this application, it will obtain from all its subgrantees a certification that includes without modification paragraphs (a), (b), (c), (d), of this certification in accordance with Federal Executive Order 12549.

NAME OF AGENCY Township of Vernon	
NAME AND TITLE OF OFFICIAL SIGNING FOR AGENCY Tina Kraus, Business Administrator	
SIGNATURE OF ABOVE OFFICIAL	DATE SIGNED 1/14/26
<p>NOTE: The following document related to Debarment and Suspension as required by Federal regulations will be used as the basis for completion of this certification:</p> <p>List of <i>parties excluded</i> from Federal Procurement or Non-Procurement Programs. This document is distributed by U.S. General Services Administration, U.S. Printing Office, Washington, D.C. This document can be acquired from the Superintendent of Documents by calling (202) 783-3238.</p>	

Township of Vernon

RESOLUTION #26-83

Emergency Temporary Appropriations

WHEREAS, an emergent condition has arisen in that the Township is expected to enter in contracts, commitments or payments prior to the 2026 budget and no adequate provision has been made in the 2026 temporary budget for the aforesaid purposes, and

WHEREAS, N.J.S. 40A:4-20 provides for the creation of an emergency temporary appropriation for said purpose, and

WHEREAS, the total emergency temporary appropriation resolutions adopted in the year 2026 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this resolution total:

Current Fund: \$95,000.00

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Vernon, in the County of Sussex, State of New Jersey, (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20:

1. Emergency temporary appropriations be and the same are hereby made in the amount of:

Current Fund

Description	Emergency Appropriations	
SCMUA UTILITIES	\$	95,000.00
2026 TEMP EMERGENCY OUTSIDE CAP APPROPRIATIONS	\$	95,000.00

2. Said emergency temporary appropriations will be provided for in the 2026 budget.
3. That one certified copy of this resolution be filed with the Director, Division of Local Government Services.

CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Meeting held on February 9, 2026 at 7:00 pm in the Vernon Municipal Center.

Marcy Gianattasio, RMC, CMR
Municipal Clerk

VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Ooms S.						
Rizzuto P.						
Sparta B.						
Higgins, W.						



Sussex County Municipal Utilities Authority

34 South Route 94, Lafayette, NJ 07848

www.scmua.org

RECEIVED

December 20, 2025

JAN 23 2026

DEC 18 2025

Mayor Anthony L. Rossi
Township of Vernon
21 Church Street
Vernon, NJ 07462

FINANCE

Re: Upper Wallkill System - Township of Vernon
Actual Annual Charge - FY2025
Quarterly Estimated Charge - FY2026
SCMUA Sewage Treatment Services

Dear Mayor Rossi:

Enclosed please find a "Certificate of Annual Charge", executed by the Chairman of the Sussex County Municipal Utilities Authority, for sewage treatment and disposal services provided by the Sussex County Municipal Utilities Authority in Fiscal Year 2025 (ending November 30, 2025).

These certificates are in accordance with the consolidated "2005 Vernon Township Sewer Contract".

Please note that this certificate is for the actual adjusted FY2025 amount. As a result of the FY2025 estimated bills being less than the actual amount, an additional amount of \$71,122.00 is due to the SCMUA. This is the result of guaranteed minimum sewage volumes being a greater percentage of the total flows received than was originally projected in the FY2025 Estimated Charges.

Since there is a credit due to Vernon Township for FY2025, your quarterly FY2026 payments due are as follows:

Date Due	FY2026 Est. Payment	FY2025 Additional Due	FY2026 Adjusted Payment
2/15/26	\$744,627.00	\$71,122.00	\$815,749.00
5/15/26	\$744,627.00		\$744,627.00
8/15/26	\$744,627.00		\$744,627.00
11/15/26	\$744,627.00		\$744,627.00
	\$2,978,508.00	\$71,122.00	\$3,049,630.00

Marcy Gianattasio

From: Donelle Bright
Sent: Sunday, January 25, 2026 12:35 PM
To: Marcy Gianattasio
Cc: Julia Mitchell; Business Administrator
Subject: SCMUA
Attachments: 2026 Temp Emergency Appropriations-FEB- SCMUA OVERAGE.docx

Importance: High

Follow Up Flag: Follow up
Flag Status: Completed

Good afternoon,

The mayor handed me the final billing from SCMUA on Thursday at the MUA meeting. It was dated received by his office on 12/18. He said he just got it. So I was unaware we were being charged an overage, which has resulted in me not putting enough in the temp budget for the Township.

Tina, can you please ensure ALL correspondence regarding the sewers is sent to my office to Jaclyn or email copied to me? I cannot be in a position where things are just dropped in the mayor's office and no one tells the MUA simply because SCMUA puts his name on everything. SCMUA refuses to notify the MUA of a number of items and others they have no issue sending correspondence to me directly. It's a game with them. Thanks for your help on this one-if you don't mind letting Irene know, I would really appreciate it please.

Marcy-this can go on Feb 9 meeting. Julia, you can process the PO the following day, just make sure that your new CFO puts the money in that morning. SCMUA has to be paid on time like the County taxes and I can't legally increase that line until after this is approved by Council.

Donelle Bright, CMFO

Chief Financial Officer/Executive Director
Vernon Township Municipal Utilities Authority
21 Church Street
Vernon, NJ 07462
973-764-4055
www.vernontwp.com
Ex. 14:14

****CONFIDENTIALITY NOTICE****

The information contained in this e-mail message is intended only for the personal and confidential use of the recipient(s) named above. This message is privileged and confidential. If the reader of this message is not the intended recipient or an agent responsible for delivering it to the intended recipient, you are hereby notified that you have received this message in error and that any review, dissemination, distribution, or copying of this message is strictly prohibited. If you have received this communication in error, please notify us immediately by e-mail, and delete the original message.

TOWNSHIP OF VERNON

RESOLUTION #26-84

**NORTH JERSEY MUNICIPAL EMPLOYEE BENEFITS FUND
RESOLUTION to RENEW**

WHEREAS, a number of public entities in the State of New Jersey have joined together to form the **North Jersey Municipal Employee Benefits Fund**, hereafter referred to as "FUND", as permitted by N.J.S.A. 11:15-3, 17:1-8.1, and 40A:10-36 et seq., and;

WHEREAS, the FUND was approved to become operational by the Departments of Insurance and Community Affairs and has been operational since that date, and;

WHEREAS, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a FUND;

WHEREAS, the governing body of the Township of Vernon, hereinafter referred to as "LOCAL UNIT" has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the LOCAL UNIT hereby agrees as follows:

- i. Become a member of the FUND for the period outlined in the Township of Vernon's Indemnity and Trust Agreements.
- ii. Will participate in the following type (s) of coverage (s):
 - a.) Health Insurance and/or Dental and/or Prescription as defined pursuant to N.J.S.A. 17B:17-4, the FUND's Bylaws, and Plan of Risk Management.
- iii. Adopts and approves the FUND's Bylaws.
- iv. Execute an application for membership and any accompanying certifications.

CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Meeting held on February 9, 2026 at 7:00 pm in the Vernon Municipal Center.

Marcy Gianattasio, RMC, CMR
Municipal Clerk

VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Ooms S.						
Rizzuto P.						
Sparta B.						
Higgins, W.						

NORTH JERSEY MUNICIPAL EMPLOYEE BENEFITS FUND

INDEMNITY AND TRUST AGREEMENT

THIS AGREEMENT made this ____ day of _____, 2026, in the County of

_____, State of New Jersey, By and Between the **North Jersey Municipal Employee Benefits Fund** referred to as “FUND” and the governing body of the

_____ a duly constituted LOCAL UNIT OF GOVERNMENT, hereinafter referred to as “LOCAL UNIT”.

WITNESSETH:

WHEREAS, the governing bodies of various local units of government, as defined in N.J.A.C. 11:15-3.2, have collectively formed a Joint Insurance Fund as such an entity is authorized and described in N.J.S.A. 40A:10-36 et. seq. and the administrative regulations promulgated pursuant thereto; and

WHEREAS, the LOCAL UNIT has agreed to become a member of the FUND in accordance with and to the extent provided for in the Bylaws of the FUND and in consideration of such obligations and benefits to be shared by the membership of the FUND;

NOW THEREFORE, it is agreed as follows:

1. The LOCAL UNIT accepts the FUND’s Bylaws as approved and adopted and agrees to be bound by and to comply with each and every provision of said Bylaws and the pertinent statutes and administrative regulations pertaining to same.
2. The LOCAL UNIT agrees to participate in the FUND with respect to health insurance, as defined in N.J.S.A. 17B:17-4, and as authorized in the LOCAL UNIT’s resolution to join.
3. The LOCAL UNIT agrees to become a member of the FUND and to participate in the health insurance coverages offered for an initial period, (subject to early release or termination pursuant to the Bylaws), such membership to commence on **January 1, 2026** and ending on **December 31, 2028** at 12:01 AM provided, however, that the LOCAL UNIT may withdraw at any time upon 90 day written notice to the FUND.
4. The LOCAL UNIT certifies that it has never defaulted on payment of any claims if self-insured and has not been cancelled for non-payment of insurance premiums for a period of at least two (2) years prior to the date of this Agreement.
5. In consideration of membership in the FUND, the LOCAL UNIT agrees that it shall jointly and severally assume and discharge the liability of each and every member of the FUND, for the periods during which the member is receiving coverage, all of whom as a condition of membership in the FUND shall execute an Indemnity and Trust Agreement similar to this Agreement and by execution hereto, the full faith and credit of the LOCAL UNIT is pledged to the punctual payments of any sums which shall become due to the FUND in accordance with the Bylaws thereof, this Agreement or any applicable Statute. However, nothing herein shall be construed as an obligation of the LOCAL UNIT for claims and expenses that are not covered by the FUND, or for that portion of any claim or liability within the LOCAL UNIT retained limit or in an amount which exceeds the FUND’s limit of coverage.

6. If the FUND in the enforcement of any part of this Agreement shall incur necessary expenses or become obligated to pay attorney's fees and/or court costs, the LOCAL UNIT agrees to reimburse the FUND for all such reasonable expenses, fees, and costs on demand.

7. The LOCAL UNIT and the FUND agree that the FUND shall hold all moneys in excess of the LOCAL UNIT's retained loss fund paid by the LOCAL UNIT to the FUND as fiduciaries for the benefit of FUND claimants all in accordance with N.J.A.C. 11:15-3 et. seq.

8. The FUND shall establish and maintain Claims Trust Accounts for the payment of health insurance claims in accordance with N.J.S.A. 40A:10-36 et. seq., N.J.S.A. 40A:5-1 and such other statutes and regulations as may be applicable. More specifically, the aforementioned Trust Accounts shall be utilized solely for the payment of claims, allocated claim expense and stop loss insurance or reinsurance premiums for each risk or liability as follows:

- a) Employer contributions to group health insurance
- b) Employee contributions to contributory group health insurance
- c) Employer contributions to contingency account
- d) Employee contributions to contingency account
- e) Other trust accounts as required by the Commissioner of Insurance

9. Notwithstanding 8 above, to the contrary, the FUND shall not be required to establish separate trust accounts for employee contributions provided the FUND provides a plan in its Bylaws for the recording and accounting of employee contributions of each member.

10. Each LOCAL UNIT of government who shall become a member of the FUND shall be obligated to execute an Indemnity and Trust Agreement similar to this Agreement.

ADOPTED: _____
Date

BY: _____

ATTEST: _____

TOWNSHIP OF VERNON

RESOLUTION #26-85

AUTHORIZATION TO ENDORSE A TREATMENT WORKS APPROVAL APPLICATION TO THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR CONSTRUCTION OF AN ON-SITE SEPTIC FIELD LOCATED AT WOODLAND TRAILS CAMPGROUND, BLOCK 345 LOTS 3 & 4

WHEREAS, the New Jersey Department of Environmental Protection ("NJDEP") is responsible for administering the Treatment Works Approval ("TWA") program, which establishes and implements minimum standards for building, installing, modifying, and operating treatment works; and

WHEREAS, N.J.A.C. 7:14A-22.2 and 22.3 requires the filing of a TWA permit application with the NJDEP for building or modifying a sewer connection or extension; and

WHEREAS, in accordance with N.J.S.A. 58:10A-1 et seq., a municipality must endorse such application for review by the NJDEP; and

WHEREAS, Woodland Trails Campground is requesting approval to construct a new septic field for System located at Block 345 Lots 3 & 4 that will service nine (9) campsites per plans submitted by Schwanewede Hals & Vince, dated 11/17/2025; and

WHEREAS, the Township Engineer has reviewed the plans submitted and recommends the Township Council endorse the submission per letter dated January 19, 2026.

NOW THEREFORE BE IT RESOLVED by the Township Council of the Township of Vernon, County of Sussex, State of New Jersey, that:

1. The Township will endorse the submission of the TWA application for the aforesaid project.
2. The Township Mayor is hereby authorized to sign the TWA on behalf of the Township.
3. This Resolution shall be made a part of the application submitted to the NJDEP.
4. This Resolution shall take effect immediately upon adoption according to law.

CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Meeting held on February 9, 2026 at 7:00 pm in the Vernon Municipal Center.

Marcy Gianattasio, RMC, CMR
Municipal Clerk

VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Ooms S.						
Rizzuto P.						
Sparta B.						
Higgins, W.						



HAROLD E. PELLOW & ASSOCIATES, INC.
CONSULTING ENGINEERS · PLANNERS · LAND SURVEYORS

ESTABLISHED 1969

HAROLD E. PELLOW, PRESIDENT
*2022 Distinguished Engineering Service Award
from the NJ Society of Professional Engineers*
NJ – P.E. & L.S., NJ – P.P., NJ – C.M.E.

ANN PELLOW WAGNER
NJ – C.L.A., VA – C.L.A., PA – C.L.A.
(5/26/84 – 7/27/89)

DAVID B. SIMMONS, JR., VICE PRESIDENT
NJ – P.E. & L.S., NJ – P.P., NJ – C.M.E.
NY – P.E. & L.S., PA – P.E. & L.S.

CORY L. STONER, EXEC. VICE PRESIDENT
NJ – P.E., NJ – P.P., NJ – C.M.E.

MATTHEW J. MORRIS
NJ – L.L.A., NJ – P.P.

THOMAS G. KNUTELSKY, ASSOCIATE
NJ – P.E., NJ – P.P.

January 19, 2026

Via E-Mail (arossi@vernontwp.com)

MEMORANDUM TO: Anthony L. Rossi, Vernon Township Mayor

FROM: Cory L. Stoner, P.E., P.P., C.M.E., Vernon Township Engineer

SUBJECT: Treatment Works Approval (TWA)
Woodland Trails Campground
7 Babtown Road
Block 345 – Lots 3 & 4
Vernon Township, Sussex County

Dear Major:

I have received the septic alteration plans & the Treatment Works Approval application prepared for the construction of a new septic field at the Woodlands Trail Campground. The plans received were entitled “Septic Alteration, Block 345 – Lots 3 & 4, 7 Babtown Road for Babtown Seven LLC, Vernon Township, Sussex CO., N.J.”, prepared by Schwanewede Hals & Vince, consisting of two (2) sheets and dated November 13, 2025.

The plans & Treatment Works Approval application were submitted to obtain the Township’s support of the project that will construct a new septic field for the system that serves nine (9) campsites. Based on a review of these plans, I have no objection to the proposed and I recommend that the Township Council consent to the filing of the Treatment Works Approval (TWA) permit application to the New Jersey Department of Environmental Protection.

If you have any questions regarding the permit or my recommendation, please do not hesitate to contact me.

Very truly yours,

Cory L. Stoner, P.E., P.P., C.M.E.
HAROLD E. PELLOW & ASSOCIATES, INC.
Vernon Township Engineer

CLS:MWC:mwc:cls
K:\PROJECTS\MUNICIPAL\VERNON\COUNCIL\10-138 - COUNCIL BUSINESS\TWA APPLICATION - WOODLAND TRAILS CAMPGROUND\ROSSI - TWA APPLICATION WOODLAND TRAILS CAMPGROUND.DOC

cc: Tina Kraus, Vernon Township Business Administrator (*via email*)
Irene Mills, Vernon Township Administrative Clerk (*via email*)

SCHWANEWEDE HALS & VINCE
ENGINEERING • LAND SURVEYING • PLANNING

November 17, 2025

Ms. Marcy Gianattasio
Township Clerk
Vernon Township
21 Church Street
Vernon, NJ 07462

RECEIVED

DEC 12 2025

Township Clerk

Re: NJDEP Treatment Works Approval
Woodland Trails Campground
7 Babtown Road
Block 345 – Lots 3 & 4
Vernon Township
Sussex County, New Jersey

Dear Ms. Gianattasio:

Enclosed is a Treatment Works Approval application package for the construction of a new septic field that will service nine (9) campsites at the above-referenced campground. In order to submit to the application to the NJDEP a Consent Form must be signed by a representative of the Township. A Resolution from the Mayor & Council approving the signing of the Consent Form must also be submitted to the NJDEP. The following materials are submitted for your review and signature:

1. One copy of a completed TWA-1 form.
2. One **original** WQM003-T form.
3. One copy of WQM-006A form.
4. One copy of the Septic Design.
5. One copy of the NJPDES Permit

Please sign the WQM003-T form where indicated and return the **original** signed forms to this office along with a copy of the Resolution.

Thank you in advance for your attention to this matter. If you require additional information or have any questions regarding this matter, please contact this office.

Very Truly Yours,

SCHWANEWEDE HALS & VINCE
Professional Engineers and Land Surveyors



Cory S. VanderValk, P.E., C.M.E.



State of New Jersey
Department of Environmental Protection
Division of Water Quality



INSTRUCTIONS FOR COMPLETING FORM TWA-1

This form must accompany all TWA permit applications, with the exception of requests for extensions of time for TWAs. For time extension requests, a Time Extension Request Form (i.e. TWA-2 form) is required to be submitted.

For technical assistance in completing this application form, please contact the following programs within the Bureau of Ground Water, Residuals and Permit Administration (BGRPA):

<u>Treatment Works Type</u>	<u>Program</u>	<u>Phone Number</u>	<u>Email Address</u>
Onsite subsurface sewage disposal system (i.e. septic systems) with a design flow \leq 2000 gpd	Ground Water Permitting	(609) 984-4428	Ch199@dep.nj.gov
All other treatment works	TWA Permitting	(609) 984-4428	dwg_twa@dep.nj.gov

For all other questions, please contact the BGRPA Permit Administration Unit at (609) 984-4428 or via email at dwg_pas@dep.nj.gov.

- Type of TWA** – In Section A, select the type of TWA permit action requested by this application. If this application is to request an action on an existing TWA, identify the TWA permit number and type of action.

Important Information:

- If this application is for a Stage III (Operate Only) TWA, all items identified in N.J.A.C. 7:14A-22.10(c) must accompany this application.
- If this application is for a N.J.A.C. 7:9A Septic System TWA, completion of Section B is not needed. However, the applicant must proceed to completing Section C. These TWAs are issued for septic systems with a design flow \leq 2000 gpd, the property of which does not need or have a NJPDES permit.

In Section B, select the type(s) of treatment works associated with this application.

Important Information:

- If this application is associated with an Onsite Subsurface Sewage Disposal System that needs a NJPDES permit, information regarding the application for such NJPDES permit must be provided in Section 7 of this application.

Section C should only be completed if “N.J.A.C. 7:9A Septic System (i.e. Chapter 199)” was selected in Section A. In this section, select one of the TWA types provided.

- Applicant(s)/Owner** - Provide the name, as it is legally referred to, of the permit applicant. The applicant/owner is the *eventual owner* of the proposed treatment works. Provide the mailing address of the applicant. If the mailing address is outside the United States, provide the correct foreign mailing address. Provide the applicant's responsible official and their title, telephone number and e-mail address. Identify the applicant's organizational type by checking the appropriate box. Refer to Section 11 for the definition of "responsible official".

Important Information: Applicant/owner shall be the eventual owner and shall be responsible for operation of the proposed treatment works after completion of construction. The governing public entity (Municipality, Township, City or Sewage Authority, etc.) shall be the eventual owner for any treatment works proposed on public roads, right-of ways and/or easements.

- Location of Activity** - Provide the name and address/location of the facility/site of the activity. Street number and name must be used (PO Box numbers will not be acceptable). Provide the municipality and county where the facility/site is physically located. Do not use local or neighborhood names. Provide the lot and block numbers. Provide the mailing address of the facility/site if it is different than the locational information already provided.

4. **New Jersey Licensed Professional Engineer** - Provide the name and license number of the applicant's professional engineer. If the professional engineer is employed by an organization, provide the name of the firm. Provide the mailing address, telephone number and email address of the professional engineer.
5. **Estimated Construction Costs and Application Fee** – In Section A, provide the total cost of the treatment works proposed in this application. A breakdown of the cost of all items related to the construction of the proposed treatment works must be attached and submitted with this application form. Section A is not applicable and does not need to be completed if this application is for a Stage III (Operate Only) TWA.

In Section B, identify the fee associated with this application. For guidance on how to calculate the application fee, please refer to N.J.A.C. 7:14A-22.25(a) through (c) and the most recent annual TWA fee schedule published on the Department's website. Consistent with N.J.A.C. 7:14A-22.25(d), a check for the application fee, made payable to "Treasurer, State of NJ, Environmental Services Fund", should accompany this application.

6. **Project Description** - Provide a brief description of the proposed treatment works and the intended use. If requesting a modification to your TWA permit, provide a detailed explanation of the changes.
7. **Other Associated Permits or Approvals** – For Section A, if applications for any of the permit or approval types identified in this section have been submitted for this project, provide the application status, application date and, if available, application, permit, or approval number for each permit or approval type. This section does not need to be completed if this application is for a Stage III (Operate Only) TWA.

For section B, identify if the project is associated with funding from the New Jersey Infrastructure/Water Bank. If the answer is yes, identify the H2Loans Project Number and how resiliency has been addressed with the NJDEP.

8. **Applicant's Agent (Optional)** - Identify the person who is authorized to act as agent/representative in all matters pertaining to this application. Provide the name, position, organizational name, mailing address, telephone number and email address of the agent. Original signatures from both the agent and the authorized official of the applicant must be provided in this section of the application. Please note that signatures in this section that are more than one year old will result in a deficient application.
9. **Property Owner's Certification** – The owner of the property where the treatment works are located shall certify to the statement in this section by providing their original signature and date. In addition, the property owner shall provide their name, position, email address and telephone number. A "Property" includes all contiguous lots and blocks, including vacant land, owned or otherwise under the control of the owner or operating entity of the regulated facility. Please note that a signature in this section that is more than one year old will result in a deficient application.
10. **Statement of Preparer of Plans, Specifications and Engineer's Report and/or Abstract:** The preparer of the engineering plans, specifications, and engineer's report and/or abstract shall certify to the statement in this section by providing their original signature and date. In addition, the engineer shall provide their name, position, email address, telephone number and embossed seal. Please note that a signature in this section that is more than one year old will result in a deficient application.
11. **Certification by Applicant/Owner:** Consistent with N.J.A.C. 7:14A-22.8(c), this application shall have an original signature by the applicant, a responsible official of the application as defined below, or an authorized agent. The signatory must certify to the *Proper Construction and Operation Clause*, as well as the statements pertaining to the information contained within this application. Please note that a signature on this application that is more than one year old will result in a deficient application.

A responsible official is an individual meeting the requirements set forth in N.J.A.C. 7:14A – 4.9(a) and identified below:

For a corporation:

- A president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions for the corporation;
- The manager of one or more manufacturing, production, or operating facilities, provided:
 - The manager is authorized to make management decisions that govern the operation of the regulated facility, including having the explicit or implicit duty of recommending major capital investment, initiating and directing comprehensive measures to assure long term compliance with environmental laws and regulations, and ensuring that the necessary systems are established, or actions taken to gather complete and accurate information for permit application requirements; or

- The authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures; or
- A duly authorized representative established consistent with N.J.A.C. 7:14A-4.9(b).

For a partnership or sole proprietorship: A general partner or the proprietor or a duly authorized representative established consistent with N.J.A.C. 7:14A-4.9(b).

For a government agency:

- A ranking elected official; or
- A chief executive officer of the agency; or
- A senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrator); or
- A duly authorized representative established consistent with N.J.A.C. 7:14A-4.9(b).

Please complete this form in its entirety. The completed form should be submitted to the address identified below and must contain the original wet-ink signatures and raised seals:

Mail Code: 401-02B
NJDEP - Division of Water Quality
Bureau of Ground Water, Residuals and Permit Administration – Permit Administration Section
PO Box 420
Trenton, NJ 08625-0420



State of New Jersey
Department of Environmental Protection
Division of Water Quality



Clear Form

Treatment Works Approval (TWA) Permit Application Form

*Refer to the attached instructions and provide ALL applicable information.
Please Print or Type and attach additional sheets if necessary.*

1. TYPE OF TWA

A) Please select the type of TWA permit action requested by this application:

- | | |
|--|--|
| <input type="checkbox"/> Stage II & III (Construct and Operate)
<input type="checkbox"/> Stage II (Construction Only)
<input type="checkbox"/> Stage III (Operate Only)
<input checked="" type="checkbox"/> N.J.A.C. 7:9A Septic System (i.e. Chapter 199)
<i>(If this option is selected, Section B is not needed. Proceed to Section C below.)</i> | <input type="checkbox"/> Action on Existing TWA:
Permit #: _____
Action Type: <input type="checkbox"/> Modification
<input type="checkbox"/> Reactivation |
|--|--|

B) Please select the type of treatment works associated with this application (check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Wastewater Treatment System
<input type="checkbox"/> Pump Station / Force Main
<input type="checkbox"/> Holding Tank
<input checked="" type="checkbox"/> Onsite Subsurface Sewage Disposal System for a NJPDES Regulated Facility | <input type="checkbox"/> Collection / Conveyance Systems (e.g. Gravity)
<input type="checkbox"/> General Industrial Treatment Works
<input type="checkbox"/> Hauling / Diversion |
|---|--|

C) For N.J.A.C. 7:9A TWA permit actions only (excluding modification), select one of the below TWA types:

- | | | |
|--|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> Deviation from Standard | <input type="checkbox"/> Design Flow | <input type="checkbox"/> Grinder Pump |
|--|--------------------------------------|---------------------------------------|

2. APPLICANT/OWNER *

Applicant/Owner Name: Babtown Seven LLC

Mailing Address: 7 Babtown Road

City or Town: Vernon State: NJ Zip Code: 07461

Responsible Official: Elliott Malone Title: Owner

Telephone: (201) 906-8387 Email: em@woodlandtrailsnj.com

Organization Type: ☐ City/Town ☐ County/Municipal ☐ Authority/District/Commission ☐ Utility
☐ State ☐ Federal ☐ Corporation ☒ LLC ☐ LP ☐ Other Private
☐ Other: _____

** The applicant/owner is the eventual owner of the proposed treatment works and must complete Section 11, unless authority is given to the applicant's agent in Section 8.*

3. LOCATION OF ACTIVITY

Name of Facility/Site: Woodland Trails Campground
 Street Address/Location: 7 Babtown Road
 City or Town: Vernon State: NJ Zip Code: 07461
 Municipality: Vernon County: Sussex Block(s): 345 Lot(s): 3 & 4
 Mailing Address (if different than facility street address): Same as facility street address
 City or Town: _____ State: _____ Zip Code: _____

4. NEW JERSEY LICENSED PROFESSIONAL ENGINEER

Name: Cory S. VanderValk N.J. License No: 56457
 Name of Firm if employee: Schwanewede Hals & Vince
 Mailing Address: 111 Littleton Road, Suite 200
 City or Town: Parsippany State: NJ Zip Code: 07054
 Telephone: (201) 337-0053 Email: staff@shveng.com

5. ESTIMATED CONSTRUCTION COST AND APPLICATION FEE

- A) Cost of treatment works proposed in this application: \$ 28,783.00
** Attach a breakdown of the cost of all items related to the construction of the proposed treatment works.*
 B) Application Fee: \$ 850.00
** In accordance with N.J.A.C. 7:14A-22.25(d), made payable to Treasurer, State of NJ, Environmental Services Fund.*

6. PROJECT DESCRIPTION (Brief Description of Proposed Treatment Works and Intended Use)

The applicant is proposed to construct a septic system to service nine (9) campsites. The design flow for the septic system is 1,800 GPD.

7. OTHER ASSOCIATED PERMITS OR APPROVALS

A) If any of the following applications have been submitted for this project, provide the applicable information:

Type	Application Status (check one)		Application Date	Number (if available)
	Pending	Approved*		
• Treatment Works Approval	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This application	
• Exemption From Sewer Ban	<input type="checkbox"/>	<input type="checkbox"/>		
• Water Quality Management Plan Amendment	<input type="checkbox"/>	<input type="checkbox"/>		
• CAFRA	<input type="checkbox"/>	<input type="checkbox"/>		
• Stream Encroachment	<input type="checkbox"/>	<input type="checkbox"/>		
• Freshwater Wetlands	<input type="checkbox"/>	<input type="checkbox"/>		
• Tidal or Coastal Wetlands	<input type="checkbox"/>	<input type="checkbox"/>		
• Waterfront Development	<input type="checkbox"/>	<input type="checkbox"/>		
• NJPDES Permits	<input type="checkbox"/>	<input checked="" type="checkbox"/>	7/12/22	NJG0331929
• Pinelands Approval or Certificate of Filing		<input type="checkbox"/>		
• Highlands Preservation Area Approval		<input type="checkbox"/>		
• Delaware & Raritan Canal Commission Approval		<input type="checkbox"/>		
• Hackensack/Meadowlands Commission	<input type="checkbox"/>	<input type="checkbox"/>		
• Other Related Approvals	<input type="checkbox"/>	<input type="checkbox"/>		

* If application is approved or a certificate of filing has been filed, check the box below. For any approval or certificate of filing, provide a copy of the approval or certificate of filing with this application.

B) Is this project associated with funding from the New Jersey Infrastructure/Water Bank?

☐ Yes ☒ No

If responded 'Yes' to the question above...

i) Provide the H2Loans Project Number: _____

ii) Identify the status of NJDEP's review of resiliency requirements:

☐ Under NJDEP Review ☐ NJDEP Waiver Issued ☐ NJDEP Approval

8. APPLICANT'S AGENT (Optional)

The person listed below is authorized to act as agent/representative in all matters pertaining to this application.

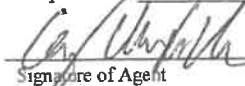
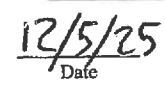
Name: Cory S. VanderValk Position: Engineer

Organization Name: Schwanewede Hals & Vince

Mailing Address: 111 Littleton Road, Suite 200

City or Town: Parsippany State: NJ Zip Code: 07054

Telephone: (201) 337-0053 Email: staff@shveng.com

 12/5/25 
Signature of Agent Date Signature of Applicant/Owner Date

9. PROPERTY OWNER'S CERTIFICATION

"I hereby certify that I own the property identified in this application. As owner, I grant permission for the activity to be permitted under this application and authorize the Department of Environmental Protection to conduct on-site inspections, if necessary. If the construction activity will take place in an easement, I certify that with this application, I presently have or will obtain permission of the property owner(s) prior to initiation of construction of this proposed treatment works."

Signature of Property Owner

Babtown Seven LLC

Print or Type Name

em@woodlandtrailsnj.com

Email

Date

Owner

Print or Type Position

(201) 906-8387

Telephone

10. STATEMENT OF PREPARER OF PLANS, SPECIFICATIONS AND ENGINEER'S REPORT AND/OR ABSTRACT

"I hereby certify that the engineering plans, specifications, and engineer's report and/or abstract applicable to this project comply with the current rules and regulations of the Department of Environmental Protection with the exceptions as noted."

Signature of Engineer

Cory S. VanderValk

Print or Type Name

Engineer

Print or Type Position

(201) 337-0053

Telephone

staff@shveng.com

Email

Date

12/5/25
PROFESSIONAL ENGINEER'S EMBOSSED SEAL

11. CERTIFICATION BY APPLICANT/OWNER**Proper Construction and Operation Clause**

"I, the Applicant/Owner, agree that the treatment works will be, or has been, properly constructed and will be operated in accordance with the engineering plans, specifications and conditions under which the approval is granted by the Department of Environmental Protection."

Application Certification Statement

"I certify, under penalty of law, that the information provided in this application and the attachments is true, accurate, and complete. I am aware that there are significant civil and criminal penalties for submitting false, inaccurate, or incomplete information, including fines and/or imprisonment."

Signature of Applicant/Owner

Babtown Seven LLC

Print or Type Name

em@woodlandtrailsnj.com

Email

Date

Owner

Print or Type Position

(201) 906-8387

Telephone

Reset Form

WQM006A

**STATE OF NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION
DIVISION OF WATER QUALITY
BUREAU OF GROUND WATER, RESIDUALS, AND PERMIT ADMINISTRATION**

**ENGINEER'S REPORT FOR INDIVIDUAL SUBSURFACE SEWAGE DISPOSAL SYSTEMS
(SUPPLEMENT TO THE TREATMENT WORKS PERMIT APPLICATION FORM TWA-1)**

1. Application Signed By: Cory S. VanderValk Position: Professional Engineer
Date of Application: 11/13/25
2. Engineering Plans and Specifications
Name and Address of Engineering Firm: Schwanewede Hals & Vince, 111 Littleton Road, Suite 200, Parsippany, NJ 07054
Prepared by: Cory S. VanderValk Licensed Engineer
Plans Entitled: Septic Design, Block 345 - Lots 3, 4, 7 Babtown Road for Babtown Seven LLC, Vernon Township, Sussex Co., N.J.
Date of Plans: 11/13/2025 Date of Last Revision: 11/13/2025
3. Project Location: 7 Babtown Road
County: Sussex Municipality: Vernon
Lot(s): 3 & 4 Block(s): 345
4. Class of Construction – Check all applicable categories.
☐ New Construction
☒ Alteration to an Existing System
☐ Expansion
☐ Change in Use
☐ Other – Describe: _____
5. Type of Wastes:
☒ Sanitary Sewage Only
☐ Other – Specify: _____
6. Nature of facility to be served:
☐ Residential – Indicate Number of Dwelling Units _____
☐ Commercial / Institutional – Indicate Number of Commercial Units _____
Specify Type of Establishment: _____
☒ Other – Indicate Number of Units: 9
Specify Type of Establishment: Campsites

7. Design Flow, GPD 1,800 Full Site: 15,105 GPD

Method of Determination:

Method specified in N.J.A.C. 7:9A-7.4

(Specify criteria used: _____)

Actual Water Use Data

Other

Specify Method Used: As per NJPDES permit

(Provide supporting documentation).

8. Indicate Reason Why Treatment Works Approval is Required:

☐ Design or construction of one or more components of the system will not be in conformance with N.J.A.C. 7:9A;

☐ System will serve more than one property, dwelling commercial unit or other realty improvement. Indicate the total number of realty improvements to be served: _____

☒ The proposed system will serve five or more realty improvements and/or receive a design flow greater than 2000 GPD, therefore, a New Jersey Pollutant Discharge Elimination system (NJPDES) permit will be required. Indicate NJPDES permit status below.

☒ NJPDES Permit Number: NJG0331929 Effective Date: 07/12/2022 Expiration Date: 06/30/2030

☐ NJPDES Permit Exemption – Date: _____

☐ System utilizes unproved technology or is otherwise experimental in nature:

☐ System is designed to provide wastewater treatment in order to meet effluent quality limitations or ground water quality standards as prescribed by applicable State or Federal regulations or statutes; or

☐ System will serve multiple units in a campground.

9. For applications which will not be regulated by NJPDES as indicated in Section 8 above, the following information **must** be provided:

- a. For those aspects of design and construction which are covered by the Departments Standards for Individual Subsurface Sewage Disposal Systems (N.J.A.C. 7:9A), indicate below whether each aspect is in conformance with the Standards. Check “yes” if the standard listed has been complied with, “no” if the standard below has not been complied with, and “N/A” if the standard listed does not apply to the proposed design.

For all negative responses, attach a separate sheet or sheets with the question number, the reason for not conforming with the standard, and the information regarding the proposed designs ability to adequately treat and dispose of sewage.

General Requirements:**Subchapter 4: Site Evaluation and System Location**

1. General provisions for site evaluation
2. Location generally
3. Distances
4. Slope
5. Surface Drainage
6. Surface Flooding
7. Freshwater wetlands
8. Area reserved for sewage disposal

Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Subchapter 5: Determination of Soil Suitability

1. General provisions for the determination of soil suitability
2. Requirements for soil profile pits and borings
3. Terminology required for soil logs
4. Criteria for determination of soil suitability
5. Rock substrata
6. Excessively coarse horizons and substrata
7. Hydraulically restrictive horizons and substrata
8. Criteria for recognition of zones and saturation
9. Hydraulic head test
10. Disturbed ground

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Subchapter 6: Permeability Testing

1. General provisions for permeability testing
2. Tube permeameter test
3. Soil permeability class rating
4. Percolation test
5. Pit bailing test
6. Piezometer test
7. Basin flooding test

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Subchapter 7: General Design and Construction Requirements

1. Design requirements
2. Construction
3. Types of Waste
4. Volume of sanitary sewage
5. Separate disposal of greywater and blackwater
6. Type of system
7. Building sewer

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Subchapter 8: Pretreatment Units

1. Grease removal and high strength wastewater pretreatment components
2. Septic Tanks
3. Advanced wastewater pretreatment components

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Subchapter 9: Effluent Distribution Networks

- [illegible]

Subchapter 10: Disposal Fields

- [illegible]

Subchapter 11: Seepage Pits

- | | | |
|--|--|--|
| | | |
| | | |
| | | |

b. If the proposed design will include wastewater treatment devices or other components not covered in the Department's Standards, indicate below what these components are, why they are being proposed, and what their function will be. Provide detailed plans and specifications for these components and include within the technical report for the project, performance data or other information relevant to the suitability of the component for the proposed use.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

10. Engineer's Certification:

I hereby certify that all aspects of the design of this project comply with the requirements of the Department's standards for Individual Subsurface Sewage Disposal systems (N.J.A.C. 7:9A) with the exception of those aspects identified by a "no" response in section 9(a) or by the information which I have provided under item 9(b), above.


 Signature of Design Engineer

Cory S. VanderValk, P.E.
 Name and Date (print)
 12/5/25

Professional Engineer's Embossed Seal

11. Certification by the Administrative Authority or Authorized Agent of the Administrative Authority:

I hereby certify that the engineering plans and specifications referred to in section 2, above, have been reviewed by this agency and have been found to be in conformance with the requirements of local ordinances. I further certify that the design of the proposed system has been found to be in conformance with the requirements of N.J.A.C. 7:9A with the exception of those aspects identified in section 9, above. Based upon these determinations, this agency has determined that the design is approvable subject to the issuance of a Treatment Works Approval by the State Department of Environmental Protection.

 Signature of Administrative Authority or Authorized Agent

 Date

Name/Title: _____

Agency: _____

Address: _____

Phone #: _____



State of New Jersey
Department of Environmental Protection
Division of Water Quality



INSTRUCTIONS FOR COMPLETING FORM WQM003-T

1. **General Information** – Provide the applicant/owner/operator name, facility/site/project name, and facility/site/project address. The information provided in this section should match the information provided on the TWA-1 form accompanying this form as part of the application package.
2. **Certification Checklist** – Complete this section in its entirety, identifying which certifications have been submitted with this form and, for certifications A and C, the number of certifications that were submitted. For certification applicability, refer to the below instructions.

Certification A: Governing Body

Consistent with N.J.A.C. 7:14A-22.6(a)5 and 22.8(a)3, consent from the affected municipality (i.e. governing body) regarding the project must accompany TWA applications. *Note: This certification is required for all TWA applications.*

For this certification, provide the name of the facility/site/project and the name of the municipality or municipal authority. In addition, the authorized representative must provide the necessary certifying information. This information includes their signature, date of signature, printed name, and position. This section must also include the resolution number and date authorizing the representative to certify for the governing body. The resolution must be submitted with this form. If no such resolution granting authority to sign exists, the full resolution, consenting to the project, must be submitted with this form.

Important Note: A separate Certification A must be submitted for each municipality (governing body) impacted by the project.

Certification B: Sewage Authority

Consistent with N.J.A.C. 7:14A-22.6(a)5 and 22.8(a)3, consent from the affected sewage authority regarding the project must accompany TWA applications. *Note: This certification must be completed when a sewerage entity (for example, sewerage authority, utilities authority, municipal utilities authority, joint meeting, etc.) has responsibility for regulating the construction and operation of wastewater treatment and conveyance facilities within the municipality. When a sewage authority is not related to the project, this certification is not required.*

For this certification, provide the name of the facility/site/project and the name of the agency. In addition, the authorized representative must provide the necessary certifying information. This information includes their signature, date of signature, printed name, and position. This section must also include the resolution number and date authorizing the representative to certify for the sewage authority. The resolution must be submitted with this form. If no such resolution granting authority to sign exists, the full resolution, consenting to the project, must be submitted with this form.

Certification C: Wastewater Conveyance System Owner

Consistent with N.J.A.C. 7:14A-22.6(a)5 and 22.8(a)3, consent from the owner(s) of the applicable wastewater conveyance system(s) associated with the project must accompany TWA applications. *Note: This section must be completed by the owner/operator of the wastewater conveyance system into which the project named herein will directly connect. The owner is typically a municipality or authority.*

For this certification, provide the name of the facility/site/project and the wastewater conveyance system owner. In addition, the authorized representative for the owner must provide the necessary certifying information. This information includes their signature, date of signature, printed name, and position. This section must also include the resolution number and date authorizing the representative to certify for the wastewater conveyance system owner. The resolution must be submitted with this form. If no such resolution granting authority to sign exists, the full resolution, consenting to the project, must be submitted with this form.

Important Note: A separate Certification C must be submitted for each wastewater conveyance system owner impacted by the project.

Certification D: Wastewater Treatment Facility Owner

Consistent with N.J.A.C. 7:14A-22.6(a)5 and 22.8(a)3, consent from owner of the receiving wastewater treatment plant associated with the project must accompany TWA applications. *Note: This certification is only required for applications that include a sewer connection/extension. This certification must be completed by the owner of the wastewater treatment facility receiving the wastewater identified in the TWA application.*

For this certification, provide the name of the facility/site/project and the wastewater treatment facility owner. In addition, the authorized representative must provide the necessary certifying information. This information includes their signature, date of signature, printed name, and position. This section must also include the resolution number and date authorizing the representative to certify for the wastewater treatment facility owner. The resolution must be submitted with this form. If no such resolution granting authority to sign exists, the full resolution, consenting to the project, must be submitted with this form.

Certification E: Certification by the District Sludge Management Lead Planning Agency

Consistent with N.J.A.C. 7:14A-22.6(a)5 and 22.8(a)3, consent from the district sludge management lead planning agency associated with the project must accompany TWA applications. *Note: This certification is only required for projects that involve construction of residual management units at ultimate residuals management sites.*

For this certification, provide the name of the facility/site/project and the district sludge management lead planning agency. In addition, the authorized representative for the agency must provide the necessary certifying information. This information includes their signature, date of signature, printed name, and position. This section must also include the resolution number and date authorizing the representative(s) to certify for the agency. The resolution must be submitted with this form. If no such resolution granting authority to sign exists, the full resolution, consenting to the project, must be submitted with this form.

Additional Information

- Approvals, permits, service contracts, or other reservations of flow capacity issued or agreed to by any participating municipality or sewerage agency do not constitute the required approval of the DEP.
- Pursuant to the NJPDES regulations (N.J.A.C. 7:14A), no application shall be submitted to the DEP if the wastewater treatment facility is not meeting its discharge permit requirements. For computation of actual flow at the receiving wastewater treatment plant, the average flow processed by the facility for the three (3) month period immediately preceding the submission of the application shall be used.
- Any document issued by a sewerage authority or municipality which is a tentative, preliminary, or conditional approval shall not be considered a statement of consent.
- If an applicant is unable to obtain the required consent from the governing body (Certification A above) or the sewerage authority (Certification B above), they may choose to follow the procedures set forth in N.J.A.C. 7:14A-22.8(a)3v.

A completed form, along with accompanying materials, should be submitted to the address identified below and must contain the original wet-ink signatures:

Mail Code: 401-02B
NJDEP - Division of Water Quality
Bureau of Ground Water, Residuals and Permit Administration
Permit Administration Section
PO Box 420
Trenton, NJ 08625-0420

IMPORTANT NOTICE: False statements, representations, or certifications, in any application, record, or document are subject to fines and penalties as set forth in the Water Pollution Control Act (N.J.S.A. 58:10A- 10F 2 and 3).



State of New Jersey
Department of Environmental Protection
Division of Water Quality



Statements of Consent for TWA applications

Refer to the attached instructions and provide ALL applicable information. Please attach additional sheets if necessary.

1. GENERAL INFORMATION

Applicant/Owner/Operator: Babtown Seven LLC
 Name of Facility/Site/Project: Woodland Trails Campground
 Street Address/Location: 7 Babtown Road
 City or Town: Vernon State: NJ Zip Code: 07461

2. CERTIFICATION CHECKLIST (I.E. CERTIFICATIONS SUBMITTED WITH THIS FORM)

Note: Refer to this form's instructions for certification applicability.

Certification A: Governing Body (i.e. municipality where project is located)

- a. Certification(s) Submitted with this Form? ☒ Yes ☐ No
- b. Number of Certifications Submitted with this Form? 1
(Note: More than one certification is required when multiple governing bodies are impacted by the project.)

Certification B: Sewerage Authority

- a. Certification Submitted with this Form? ☐ Yes ☐ No

Certification C: Wastewater Conveyance System Owner

- a. Certification(s) Submitted with this Form? ☐ Yes ☐ No
- b. Number of Certifications Submitted with this Form? _____
(Note: More than one certification is required when multiple wastewater conveyance system owners are impacted by the project.)

Certification D: Wastewater Treatment Facility Owner

- a. Certification Submitted with this Form? ☐ Yes ☐ No

Certification E: District Sludge Management Lead Planning Agency

- a. Certification Submitted with this Form? ☐ Yes ☐ No

A. CERTIFICATION BY THE GOVERNING BODY (I.E. MUNICIPALITY WHERE PROJECT IS LOCATED)

Note: This certification is required for all TWA applications.

Name of Facility/Site/Project: Woodland Trails Campground

Certifying Statement:

"As an authorized representative of the below identified governing body, I hereby certify that the municipality consents to the submission of the above listed application to the Department of Environmental Protection for approval. I further certify that the project as proposed conforms with the requirements of all municipal ordinances."

Township of Vernon

Name of Municipality or Municipal Authority

Signature of Authorized Representative *

Date

Print or Type Name

Print or Type Position

Email

Telephone

* Authorization to sign for the agency:

Resolution #

Date

(Note: Submit the resolution with this certification. If no such resolution granting authority to sign exists, the full resolution, consenting to the project, must be submitted with this certification.)

B. CERTIFICATION BY THE SEWERAGE AUTHORITY

Note: This certification is required when a sewerage entity (for example, sewerage authority, utilities authority, municipal utilities authority, joint meeting, etc.) has responsibility for regulating the construction and operation of wastewater treatment and conveyance facilities within the municipality.

Name of Facility/Site/Project: _____

Certifying Statement:

"As an authorized representative of the below identified agency, I hereby certify that the agency consents to the submission of the above listed application to the Department of Environmental Protection for approval. I further certify that the project as proposed conforms with the requirements of this agency."

Name of Agency

Signature of Authorized Representative *

Date

Print or Type Name

Print or Type Position

Email

Telephone

* Authorization to sign for the agency:

Resolution #

Date

(Note: Submit the resolution with this certification. If no such resolution granting authority to sign exists, the full resolution, consenting to the project, must be submitted with this certification.)

C. CERTIFICATION BY THE WASTEWATER CONVEYANCE SYSTEM OWNER

Note: This certification must be completed by the owner/operator of the wastewater conveyance system into which the project named herein will directly connect.

Name of Facility/Site/Project: _____

Certifying Statement:

"By agreeing to accept wastewater from the project, I hereby certify that to the best of my knowledge the wastewater conveyance system, into which the project proposed under this application will connect, has adequate capacity in accordance with N.J.A.C. 7:14A-1.2 ("Adequate conveyance capacity"). Furthermore, I am not aware of inadequate conveyance capacity conditions in any portion of the downstream facilities necessary to convey the wastewater from this project to the treatment plant."

Name of Municipality or Authority

Signature of Authorized Representative *

Date

Print or Type Name

Print or Type Position

Email

Telephone

* Authorization to sign for the agency: _____

Resolution #

Date

(Note: Submit the resolution with this certification. If no such resolution granting authority to sign exists, the full resolution, consenting to the project, must be submitted with this certification.)

D. CERTIFICATION BY THE WASTEWATER TREATMENT FACILITY OWNER

Notes: This certification is required for applications that include a sewer connection/extension. This certification must be completed by the owner of the wastewater treatment facility receiving the wastewater identified in this application.

Name of Facility/Site/Project: _____

Certifying Statement:

"I hereby certify that the committed flow to the below identified wastewater treatment plant does not exceed the presently permitted design capacity and, with the additional flow proposed by this application, the permitted design capacity is not anticipated to be exceeded. For the purposes of this certification, committed flow means the sum of the (1) actual metered flow, (2) flow from DEP approved TWA applications (not yet operational), and (3) flow from locally approved projects that do not require DEP approval. I further certify that the treatment plant is currently complying with its conventional and non-conventional NJPDES permit requirements (see N.J.A.C. 7:14A- 22.17(b)-(d), percent removal and toxicity requirements excluded from this certification) as determined by a rolling average of the three most recent monthly discharge monitoring reports that were required to be submitted to the Department as of this date, and based upon my assessment of all information pertinent to this permit request, is anticipated to continue to do so with the additional flow from this project."

Name of Wastewater Treatment Plant

NJPDES Permit Number

Name of Authority Accepting for Treatment

Signature of Authorized Representative *

Date

Print or Type Name

Print or Type Position

Email

Telephone

* Authorization to sign for the agency:

Resolution #

Date

(Note: Submit the resolution with this certification. If no such resolution granting authority to sign exists, the full resolution, consenting to the project, must be submitted with this certification.)

E. CERTIFICATION BY THE DISTRICT SLUDGE MANAGEMENT LEAD PLANNING AGENCY

Note: This certification is only required for applications that involve construction of residual management units at ultimate residuals management sites.

Name of Facility/Site/Project: _____

Certifying Statement:

"As an authorized representative of the below identified agency, I hereby certify that the agency consents to the submission of the above listed application to the Department of Environmental Protection for approval. I further certify that the project as proposed conforms with the requirements of this agency."

Name of Agency

Signature of Authorized Representative *

Date

Print or Type Name

Print or Type Position

Email

Telephone

* Authorization to sign for the agency:

Resolution #

Date

(Note: Submit the resolution with this certification. If no such resolution granting authority to sign exists, the full resolution, consenting to the project, must be submitted with this certification.)



State of New Jersey

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

DEPARTMENT OF ENVIRONMENTAL PROTECTION
Mail Code 401-02B
Division of Water Quality
Bureau of Ground Water, Residuals, and Permit Administration
P.O. Box 420 – 401 E State St
Trenton, NJ 08625-0420
Phone: (609) 984-4428
www.state.nj.us/dep/dwa/

SHAWN M. LATOURETTE
Commissioner

Delivered via email

10/12/2022

Ryan McLaughlin
Woodland Trails Campground
7 Babbtown Road
Sussex, NJ 07461

Re: Authorization under the Existing Sanitary Septic System General Permit (NJ0130281)
Woodland Trails Campground
Vernon Township, Sussex County
NJPDES-DGW Authorization No.: NJG0331929, P.I. ID No: 981983
Effective Date: 7/12/2022

Dear Mr. McLaughlin:

Enclosed is your revised New Jersey Pollutant Discharge Elimination System Discharge to Ground Water (NJPDES-DGW) General Permit Authorization under the Existing Sanitary Septic System General Permit (NJ0130281), which became effective on November 1, 2018. This Authorization is issued in accordance with the NJPDES Regulations N.J.A.C. 7:14A-1 *et seq.* and has been based upon the information provided in your Request for Authorization (RFA), dated March 24, 2022. Violation of any condition of this permit may subject you to enforcement action. Renewal of this Authorization shall be automatic upon reissuance of the General Permit No. NJ0130281 provided the authorized discharge continues to meet the eligibility criteria. The most recently submitted RFA shall be considered a timely and complete RFA. However, if the information provided in the RFA is no longer accurate, you must submit a new RFA.

If you have any questions regarding this authorization, please submit electronically via email to Joshua.stocker@dep.nj.gov.

Sincerely,

Brian Sage, Environmental Specialist 3
Ground Water Permitting and Onsite Unit
Bureau of Ground Water, Residuals, and Permit Administration

Enclosure

cc: Michele Christopher, NJDEP, Michele.Christopher@dep.nj.gov
Brian Sage, NJDEP, Brian.Sage@dep.nj.gov



New Jersey Department of Environmental Protection

Bureau of Ground Water, Residuals, and Permit Administration
Division of Water Quality
PO Box 420 – 401-02B
Trenton, NJ 08625-0029
Phone: (609) 984-4428
Fax: (609) 777-0432

AUTHORIZATION TO DISCHARGE
T1 - Sanitary Subsurface Disposal (GP)

Facility Name:
Woodland Trails Campground

PI ID #: 981983

Facility Address:
7 Babtown Road
Sussex, NJ 07461

NJPDES #: NJG0331929

Type of Activity: Ground Water General Permit Authorization New

Owner:
JCM & Son, LLC
7 Babtown Road
Sussex, NJ 07461

Operating Entity:
Woodland Trails Campground
7 Babtown Road
Sussex, NJ 07461

Issuance Date:
7/12/2022

Effective Date:
8/1/2022

Expiration Date:
10/31/2023

Your Request for Authorization under NJPDES General Permit No. NJ0130281 has been approved by the New Jersey Department of Environmental Protection.

A handwritten signature in black ink, reading "Brian Sage".

Date: 7/12/2022

Brian Sage, Environmental Specialist 3
Bureau of Ground Water, Residuals, and Permit Administration
Division of Water Quality
New Jersey Department of Environmental Protection

T1 SITE INFORMATION SHEET

Name of Facility: Woodland Trails Campground

Location: 7 Babtown Road
Sussex, NJ 07461

NJPDES No: NJG0331929 **PI:** 981983

Lots: 3 & 4

Block: 345

Facility Contact and/or consultant:

Owner:

JCM & Son, LLC
7 Babtown Road
Sussex, NJ 07461
(973) 756-5347

Applicants Agent:

Allen Campbell, P.E.
9 Cook Road
Branchville, NJ 07826
(973) 948-8037

Type of facility: The Woodland Trails Campground is a campground facility established in the mid 1970's and consists of 42 trailer/RV sites, 20 tent sites, and 6 permanent buildings consisting of: 2 two-bedroom apartments, 2 one-bedroom apartments, a two-bedroom dwelling, and a building that has a camp office/store, snack bar, bath house, and 2 one-bedroom apartments.

Total calculated design flow: $(42 \text{ campers/RV's} \times 200 \text{ gpd} = 8,400 \text{ gpd}) + (20 \text{ tent sites} \times 50 \text{ gpd} = 1,000 \text{ gpd}) + (\text{snack bar serving } 248 \text{ campers} \times 5 \text{ gpd each} = 1,240 \text{ gpd}) + (600 \text{ sq. ft camp office/store} \times 0.125 \text{ gpd} = 75 \text{ gpd}) + (\text{bath house serving } 248 \text{ campers} \times 5 \text{ gpd} = 1,240 \text{ gpd}) + (3 \text{ buildings with } 2 \text{ one-bedroom apartments} \times 700 \text{ gpd each} = 2,100 \text{ gpd}) + (2 \text{ one-bedroom apartments} \times 350 \text{ gpd each} = 700 \text{ gpd}) + (\text{two-bedroom dwelling} = 350 \text{ gpd}) = \mathbf{15,105 \text{ gpd total daily flow discharge.}}$

PART I

NARRATIVE REQUIREMENTS

Sanitary Subsurface Disposal (GP)

A. General Conditions

1. Scope

- a. This permit applies to all areas of the state of New Jersey.

2. Eligibility

- a. The categories of dischargers that can be authorized under this general permit are those which discharge sanitary sewage to ground water from facilities using individual subsurface sewage disposal systems. These are often referred to as "septic systems."
- b. The following systems are eligible to be authorized under this general permit:
 - i. Systems approved by the administrative authority (prior to January 1, 1990) in accordance with N.J.A.C. 7:9A, or applicable laws or regulations predating that rule. The aggregate daily design flow from these septic systems exceeds 2,000 gallons per day (GPD) per property served (which is the total daily volume of sewage generated, calculated as prescribed in N.J.A.C. 7:9A-7.4).
 - ii. Systems approved by the administrative authority (after January 1, 1990) in accordance with N.J.A.C. 7:9A as having an aggregate daily design flow over 2,000 gallons per day (GPD) per property served, that utilize an advanced treatment unit in accordance with Section B. of this permit.
 - iii. Systems currently discharging over 2,000 gallons per day (GPD) per property served, that were approved by the administrative authority in accordance with N.J.A.C. 7:9A, as having an aggregate daily design flow of under 2,000 gallons per day (GPD) per property served, that utilize an advanced treatment unit in accordance with section B. of this permit.
- c. These individual subsurface sewage disposal systems receive and treat sanitary sewage and dispose only sanitary wastewater.
 - i. Sanitary sewage is defined at N.J.A.C. 7:14A-1.2 and means "any liquid waste containing animal or vegetable matter in suspension or solution, or water carried wastes resulting from the discharge of water closets, laundry tubs, washing machines, sinks, dishwashers or any other source of water carried human wastes of human origin or containing putrescible material". This term specifically excludes industrial, hazardous or toxic wastes and materials. However, this permit does allow for the responsible use and discharge of commonly used cleaning compounds that may enter the septic system.

- ii. Examples of individual subsurface sewage disposal systems which may qualify for this permit include septic tanks with seepage pits, disposal fields, leach or tile fields (or an equivalent distribution mechanism), dry wells, injection wells and infiltration galleries. These may be regulated under a general permit as they involve the same or substantially similar operations with respect to the nature of the discharge activity, discharge the same type of wastes and engage in similar disposal practices, require the same operating conditions and standards for disposal, require the same monitoring and/or inspections of the system as a first defense against threat to human health and the environment and, in the opinion of the Department, are more appropriately controlled under a general permit than under separate individual permits.
- d. Any facilities meeting the eligibility requirements above, that also have cesspools, privies, and/or outhouses, may be eligible for this permit but shall upgrade these methods of sewage disposal in accordance with the corrective action requirements below.
 - i. A cesspool, for the purposes of this permit, means "a covered pit with open jointed lining into which untreated sewage is discharged, the liquid portion of which is disposed of by leaching into the surrounding soil, the solids or sludge being retained within the pit."
- e. If a facility is responsible for contravening the Ground Water Quality Standards, N.J.A.C. 7:9C, the Department may revoke the authorization under this permit and shall regulate the facility under a more appropriate permit document, such as an individual NJPDES permit or authorization under another general permit, pursuant to N.J.A.C. 7:14A-6.13 and 16.4.

3. Request For Authorization

- a. A Request For Authorization (RFA) consists of:
 - i. A standard NJPDES-1 application form;
 - ii. A topographic map depicting the location of the facility;
 - iii. A plot plan as described in N.J.A.C. 7:14A-7.9;
 - iv. A summary statement specifying the number, type and location of Individual Subsurface Sewage Disposal Systems, and/or cesspools, privies and/or outhouses.
- b. A facility which has submitted a complete application for an individual discharge to ground water permit in accordance with N.J.A.C. 7:14A-4 or its regulatory precursors may, at the discretion of the Department, be authorized under this general permit without submission of an RFA, provided that the applicant meets all eligibility criteria for the T1 general permit. A complete application is considered to be the RFA.
- c. After a complete RFA has been submitted to the Department for consideration, the Department shall, in accordance with N.J.A.C. 7:14A-6.13, either:
 - i. Issue notification of authorization under this permit, in which case the authorization is effective as of the first day of the following month.
 - ii. Deny authorization under this permit and require submittal of an application for an individual permit; or
 - iii. Deny authorization under this permit and require submittal of an RFA for an authorization for another general permit.

4. Automatic Renewal of Authorization

- a. Renewal of the authorization shall be automatic upon reissuance of the general permit provided the authorized discharge continues to meet the eligibility criteria. The most recently submitted RFA shall be considered a timely and complete RFA. However, if the information provided in the RFA is no longer accurate, the permittee shall submit an update of the information in 3.a above on a Department supplied form or a complete RFA.

B. Advanced Treatment Units

1. **To be eligible for authorization under this general permit as described in section A., 2., b., ii and section A., 2., b, iii of this permit, an advanced treatment unit must be utilized. This advanced treatment unit shall:**
 - a. Consist of an ANSI/NSF Standard 40 certified pretreatment device (Aerobic Treatment Unit) that bears the mark of NSF, or other method(s) approved by the Department after being certified by the manufacturer of the device and a N.J. licensed professional engineer to meet USEPA secondary treatment standards (40 CFR Part 133) based upon the actual wastewater generated at the facility.
 - b. The use of these advanced technologies requires a licensed operator, unless the permittee maintains a Department approved service and maintenance contract from an authorized service provider per section C., 4. of this permit.

C. Operating Requirements

1. Visual Inspections

- a. A visual inspection of an individual subsurface sewage disposal system may include, but is not limited to, an inspection of all septic tanks, pumps, siphons, distribution boxes, and disposal fields. It is the permittee's responsibility to determine what appurtenances to include in the inspection, as access may vary from site to site. At a minimum, the immediate surroundings of the disposal areas shall be inspected to observe any evidence of malfunctioning. Said evidence may include, but is not limited to, breakout, ponding, wet areas, odors and an overabundance or loss of vegetative cover. If the aforementioned evidence of malfunction is discovered, the permittee shall institute corrective action as specified in Section D, Corrective Action.
- b. For systems which operate year round, visual inspections shall be conducted at a minimum frequency of monthly beginning 1 month following the Effective Date of Permit Authorization (EDPA).
- c. For systems operated seasonally, at least one visual inspection must be conducted each month (or parts of months) of operation.

2. Conduct Training

- a. The Permittee shall ensure that all current employees are aware of the requirements of the permit.

3. Maintain all Systems in Good Working Order

- a. The operation of an individual subsurface sewage disposal system shall at no time create an unpermitted discharge to any ground or surface waters of the state.

- b. If any portion of the system is found to be malfunctioning due to septic tanks leaking, or when septic tanks refill with ground water within days of a pumping event, or when the ground becomes saturated and/or clogged and can no longer absorb effluent, or when the seepage pits/dry wells become full so that effluent no longer infiltrates properly, the permittee shall institute corrective action in accordance with Section D, Corrective Action.
- c. The permittee shall ensure that each septic tank is pumped and inspected per procedures for septic tanks in "Technical Guidance for Inspections of Onsite Wastewater Treatment and Disposal Systems" at least once every 5 years by a licensed septic system hauler. Note: when a septic tank needs to be pumped more than once per year, it indicates a system that is not functioning optimally. When more frequent pumping is necessary to avoid malfunctions, the Department requires the permittee to hire a New Jersey Licensed Professional Engineer (P.E.) to determine the probable cause of the frequent pumping and to design a remedy as described in Section D, Corrective Action.
- d. The use of non-hazardous chemicals, biological additives, or enzyme treatments is allowed but not considered to be an appropriate repair method. Such treatment is not authorized to be used in lieu of corrective action as required in Section D, Corrective Action.

4. Maintenance and Operating Requirements for Treatment Units

- a. Facilities may satisfy the maintenance and operating requirements of this permit by utilizing a licensed operator as specified in the Treatment Works Approval for the system that includes an advanced treatment unit.
- b. At facilities that do not utilize a licensed operator, the owner of the property where a system that includes an advanced treatment unit must have in place a service contract, for the life of the system, with an authorized service provider.
 - i. Advanced treatment units shall be maintained according to the manufacturer's maintenance requirements by an authorized service provider. An up-to-date copy of the maintenance requirements from the manufacturer must be kept on-site and be made available to the Department upon request.
 - ii. Advanced treatment units shall be inspected by an authorized service provider, on an annual basis at a minimum.
- c. All inspection results shall be recorded on an inspection form. For advanced treatment units, the inspection form shall be signed by the licensed operator or authorized service provider. Inspection results must be kept on-site and made available to the Department upon request.
- d. Visual Inspection Log
 - i. Within thirty (30) calendar days of the effective date of the authorization, the permittee shall develop a visual inspection log which, at a minimum, fulfills the inspection requirements of this permit. This log shall be maintained onsite at all times. The permittee may choose any organized method of recordkeeping as long as it meets the requirements of this permit.
- e. Plot Plan
 - i. The most up-to-date plot plan must be maintained onsite at all times. Locations of all septic tanks and disposal areas must be detailed on the plot plan and should include pumpout locations. Whenever septic systems are relocated, the plot plan must be updated once the construction of the new or updated septic systems is complete. This is consistent with N.J.A.C. 7:14A- 7.9(3) iv.

- ii. The Department may request at any time an updated copy of the plot plan.
- f. Emergency Phone List: Within thirty (30) days of the EDPA, the permittee must compile an emergency phone list to be utilized in the event of an emergency situation. It is suggested these phone numbers, as well as descriptions of emergency situations and the required responses, be posted in a common area such as the facility office or maintenance building. Emergency situations include, but are not limited to, power failure, equipment malfunction, pump failure, septic tanks leaking, surfacing of effluent, clogged piping, etc. The emergency phone list shall at a minimum include:
 - i. Septic Hauler;
 - ii. Facility Owner;
 - iii. Licensed Operator or contracted septic system maintenance personnel (if applicable);
 - iv. Local Health Department;
 - v. The appropriate NJDEP Regional Bureaus of Water Compliance & Enforcement: Northern Field Office (Bergen, Essex, Hudson, Hunterdon, Morris, Passaic, Somerset, Sussex & Warren) (973) 656-4099.
Central Field Office (Mercer, Middlesex, Monmouth, Ocean & Union) (609) 584-4200.
Southern Field Office (Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester & Salem) (856) 614-3655;
 - vi. If the malfunction occurs during the evenings or weekends, contact the NJDEP Hotline (1-877-WARNDEP/1-877-927-6337);
 - vii. If appropriate; contact the local police, fire department, gas or electrical utilities, or an electrician.
- g. The permittee shall maintain records including receipts of all items or substances (including chemical, biological or enzyme additives) purchased and used in the system for at least a 5 year period.
- h. Record of septic tank pumping events
 - i. The permittee shall maintain a written record of the septic tank inspection and pumping events (including the locations and volume removed) for each septic system as required above. All of these records are to be maintained for a minimum of 5 years. These records shall be made available to Department personnel upon request.

5. Notifying the Department

- a. Prior to any change in ownership or operating entity of the regulated facility, the current permittee shall comply with the requirements of N.J.A.C. 7:14A-16.2, pertaining to notification of change of ownership.
- b. Permittees are required to advise the Department of any changes or of missing or incorrect information, including address changes per N.J.A.C. 7:14A-2.11(f); 6.10(e)2 & (f)3, and 7:14A-6.13(d)9.i.
- c. Certain activities or changes to a facility may require additional approvals or different levels of Department oversight. Examples of these situations are as follows:

- i. If your facility is planning to alter the system for any reason other than to conduct an "in-kind" repair, the permittee will need to apply to the Department for a Treatment Works Approval (TWA);
 - ii. If the use of the facility changes such that it results in an increase in volume of sanitary sewage, then the permittee shall notify the Department within ninety (90) days prior to the proposed implementation date. This type of change may result in the need for other Department approvals. (One example of this type of change occurs when a facility adds additional seats to a restaurant).
 - iii. If a proposed change to the facility results in a change in the nature of the discharge such that it no longer meets the definition of "sanitary sewage" in accordance with N.J.A.C.7:14-1.2, the facility will no longer be eligible for this permit.
- d. Cesspool closure plans shall be submitted to the Bureau of Nonpoint Pollution Control, Mail Code 401-02B P.O. Box 420- 401 E State Street, Trenton, NJ 08625.

D. Corrective Action

- a. If any inspection indicates that any portion of the system is found to be malfunctioning due to septic tanks leaking, or when septic tanks refill with ground water within days of a pumping event, or when the ground becomes saturated and/or clogged and can no longer absorb effluent, or when the seepage pits/dry wells become full so that effluent no longer infiltrates properly, the permittee shall institute corrective action in accordance with this permit:
- b. Immediately cease discharge to the affected disposal area and if necessary pump and haul wastewater.
- c. Contact the appropriate Regional Enforcement Bureau (or the NJDEP Hotline) and the Bureau of Nonpoint Pollution Control (BNPC) at (609) 633-7021 or (609) 292-0407, to report the malfunction as soon as possible after it is observed.
- d. Determine the probable cause of malfunction and have a New Jersey Licensed P.E. design a remedy.
- e. If the cause of malfunction was unintentional overloading of the disposal area due to unequal distribution of the discharge or heavy rain, snow melt, etc., the permittee shall not resume discharging until the affected disposal area drains and returns to operational status.
- f. If the system is undersized for the given flow or is physically clogged, then the discharge shall not resume until an approved measure has been taken to rectify the situation.
 - i. When an inspection of the individual subsurface sewage disposal systems identifies that maintenance is required to ensure continued proper operation of the system, said maintenance must be performed without delay. Within 48 hours, the permittee shall document the maintenance need in the inspection log and determine the course of action that will be taken to address the problem.

1. Determining Course of Action for Malfunctions of Existing Systems.

- a. The permittee is allowed to perform "in-kind" repairs to all components, except to the disposal field as discussed below, without the need to obtain a TWA approval. An "in-kind" repair means to replace worn, damaged, defective or inoperable wastewater pumps, septic tanks, and associated components, providing that the capacity and location will not change. It also includes rehabilitation or replacement of existing building sewer lines to the septic tanks or sewer lines that lead to the disposal field.
- b. If a disposal field malfunctions due to mechanical problems, such as a broken pipe or tree root obstructions, the permittee is allowed to perform "in-kind" repairs. Complete disposal field replacement is not considered an in-kind repair.
- c. Complete disposal field replacement, including technology in lieu of conventional gravel and pipe disposal field installations, requires a TWA from the Department. Also, a complete site evaluation must be performed by a New Jersey Licensed P.E. and submitted to the permitting Bureau prior to submission of a TWA application and shall incorporate the following:
 - i. Determination of cause of failure;
 - ii. Calculation of design flow to the system;
 - iii. Evaluation of existing soil suitability and permeability;
 - iv. Determination of the estimated depth to seasonal high water table;
 - v. System design must provide for a 4-foot zone of treatment; and
 - vi. All malfunctioning systems shall be constructed and operated in conformance with N.J.A.C. 7:14A-8.16.
- d. If the facility is a food service establishment, the permittee shall install a system designed using the design requirements in N.J.A.C. 7:9A-8.1 (a) through (l) to ensure that high strength wastewater can meet the treatment effluent criteria listed in 8.1(i).
- e. Multiple malfunctions of a disposal field may require the installation of an advanced treatment unit as required in Part B, Advanced Treatment Units. All advanced treatment units shall satisfy the maintenance and operating requirements as described in Section C, 4. of this permit.
- f. Alternate methods of distributing wastewater (such as drip dispersal) may also be approved by the Department.
- g. The permittee may use any sewage storage or disposal method subject to all NJDEP approvals.
- h. All repairs, alterations, and/or modifications to individual subsurface sewage disposal systems that involve the practice of engineering, as defined by N.J.S.A. 45:8-28(b), shall be conducted under the supervision of a New Jersey Licensed P.E.
- i. Repairs are not allowed for any cesspool, privy or outhouse or other method of sewage disposal not considered to be an individual subsurface sewage disposal system. All replacements to these methods of sewage disposal must be done in accordance with a TWA
- j. For work that requires a TWA from the Department, the Bureau of Environmental, Engineering and Permitting can be contacted at (609)-984-4429.

2. Elimination of Cesspools

a. Small Capacity Cesspools

- i. If the regulated facility has individual small capacity cesspools (with a design volume less than or equal to 2,000 gallons per day), privies, or outhouses, the permittee should have produced a closure plan to abandon and replace these methods of sewage disposal with systems that do not result in an increase in the volume of sanitary sewage by 5/31/2010 or 2 years after original EDPA.
- ii. All permittees should have begun implementation of their closure plan by 5/31/2013 or within 2 years after original EDPA. All permittees who are still in the implementation phase of cesspool closures need to follow the plan on file at NJDEP.
- iii. Any facilities that need to amend or modify a cesspool closure plan may do so in consultation with the permit-issuing Bureau.
- iv. Any facility newly authorized under this permit that has any cesspools, outhouses or privies, operating or otherwise, is required to submit a closure plan within 3 months of the EDPA. This closure plan needs to include a beginning implementation of no later than 6 months from the EDPA. The closure plan must include an estimated timeframe for when the facility will submit a TWA to replace system(s) with an adequate individual sewage disposal system and final closure dates for all cesspools, outhouses and privies.
- v. Any existing permittee with cesspools, outhouses or privies who have failed to file a timely closure plan is required to submit a closure plan to NJDEP. This closure plan needs to include a beginning implementation of no later than 6 months after the effective date of this renewal or be subject to obtain an individual NJPDES permit.
- vi. Any permittee that discovers a cesspool structure not previously identified that is operating or not properly closed must submit a closure plan within 3 months of discovery. This closure plan needs to include a beginning implementation of no later than 6 months after submitting said closure plan. The closure plan must include an estimated timeframe for when the facility will submit a TWA to replace system(s) with an adequate individual sewage disposal system and final closure dates for all cesspools.

b. Large Capacity Cesspools

- i. Large capacity cesspool(s) with a design flow greater than 2,000 gallons per day shall be closed in accordance with the requirements of N.J.A.C. 7:14A-8.4(a)3i. These cesspools should have been closed by April 5, 2005. Any permittees with these types of sewage disposal remaining after this date must submit a closure plan within 3 months after discovery of these cesspool structures. This closure plan needs to include a beginning implementation of no later than 6 months after submitting said closure plan and shall include an estimated timeframe for when the system is replaced with an adequate individual sewage disposal system.

E. Closure Requirements

1. **When closing or abandoning any individual subsurface sewage disposal systems, the permittee should refer to N.J.A.C. 7:14A -8.16(d) or call the permit-issuing Bureau for specific requirements.**
2. **Property transfer with operating cesspools**

- i. Any facility that intends to initiate a property transfer with operating or improperly closed cesspool(s) in place shall proceed with the closure of such structures in accordance with the NJDEP approved closure plan for that facility.

F. General Conditions Applicable to all Permits

1. Compliance With Rules

- a. The permittee shall comply with any other applicable Federal, State and local rules, regulations and ordinances. The issuance of this permit shall not be considered a waiver from any of these other requirements.
- b. The following conditions are incorporated by reference. The permittee is required to comply with the rules which were in effect as of the effective date of the final permit.
- c. General Permits (N.J.A.C. 7:14A-6.13)
- d. Penalties for Violations - N.J.A.C. 7:14-8.1 et seq.
- e. Consolidation of Permit Processing - N.J.A.C. 7:14A-15.5
- f. Incorporation by Reference - N.J.A.C. 7:14A-2.3
- g. Enforcement Action - N.J.A.C. 7:14A-2.9
- h. General Conditions Applicable to All Permittees - N.J.A.C. 7:14A-6.2 (see also section A.4.c.)
- i. Duty to Reapply - N.J.A.C. 7:14A-4.2(e) (see also section A.4.d.)
- j. Administrative Continuation of Permits - N.J.A.C. 7:14A-2.8
- k. Duty to Mitigate - N.J.A.C. 7:14A-6.2(a)5,6.2(a)1
- l. Permit Actions - N.J.A.C. 7:14A-2.7(c)
- m. Permit Duration and Renewal - N.J.A.C. 7:14A-2.7(a), (b)
- n. Effect of Permit - N.J.A.C. 7:14A-2.9(c), 6.2(a)6&7 (see also section E. 1.)
- o. Inspection and Entry - N.J.A.C. 7:14A-2.11(e)
- p. Severability - N.J.A.C. 7:14A-2.2(b)
- q. Toxic Pollutants - N.J.A.C. 7:14A-6.2(a)4
- r. Standard Reopener Clause - N.J.A.C. 7:14A-6.2(a)10
- s. General Permits - N.J.A.C. 7:14A-6.13
- t. Fee Schedule - N.J.A.C. 7:14A-3.1
- u. Treatment Works Approval (TWA) N.J.A.C. 7:14A-22.1 et seq.

2. Operation and Maintenance

- a. Proper Operation and Maintenance - N.J.A.C. 7:14A-6.12(a)

- b. Need to Halt or Reduce not a Defense - N.J.A.C. 7:14A-2.9(b)
- c. Bypass - N.J.A.C. 7:14A-6.11
- d. Upset - N.J.A.C. 7:14A-6.11

3. Records and Reporting Requirements

- a. Record Keeping - N.J.A.C. 7:14A-6.6
- b. Planned Changes - N.J.A.C. 7:14A-6.7
- c. Changes in Discharge - N.J.A.C. 7:14A-6.7
- d. Anticipated Noncompliance - N.J.A.C. 7:14A-6.7
- e. Transfer - N.J.A.C. 7:14A-6.2(a)8, 6.13(n), 16.1, 16.2
- f. Compliance Schedules - N.J.A.C. 7:14A-6.4
- g. Noncompliance Reporting - N.J.A.C. 7:14A-6.10
- h. Duty to Provide Information - N.J.A.C. 7:14A-2.11, 6.2(a)14
- i. Signatory Requirements - N.J.A.C. 7:14A-4.9
- j. Public Access to Information - N.J.A.C. 7:14A-18.1
- k. Additional Requirements for all Existing Manufacturing, Commercial Mining, Silviculture, and Research Facilities - N.J.A.C. 7:14A-11.3
- l. Missing or Incorrect Information - N.J.A.C. 7:14A-2.11(f), 6.10(e)2 and (f)3
- m. Confidentiality - N.J.A.C. 7:14A-18.2
- n. Copies of the NJPDES rules may be purchased by contacting:
LexisNexis Customer Service at (800) 223-1940, or go to the LexisNexis bookstore on the internet at www.lexisnexis.com/bookstore. Copies are also available on the Division of Water Quality's website at: <http://www.state.nj.us/dep/dwq/rules.htm>

WOODLAND TRAILS CAMPGROUND, Sussex

Permit No. NJG0331929
DGW220001 Ground Water General Permit Authorization New

PART II

GENERAL REQUIREMENTS: NJPDES

A. Standard Conditions Applicable to this General Permit

1. Compliance with Rules

- a. The permittee shall comply with any other applicable federal, state and local rules, regulations and ordinances. The issuance of this permit shall not be considered as a waiver from any of these other requirements.
- b. The operation of the treatment works authorized to discharge under this general permit does not require a licensed operator, pursuant to N.J.A.C. 7:10A-1.10(b)5. However, if a TWA has been issued by the Department, which requires a licensed operator, the TWA supercedes this condition and a licensed operator is required.

2. Automatic Renewal of Authorization

- a. When the general permit is reissued, and as long as the discharge authorized under this general permit remains eligible, the most recently submitted RFA is considered to be a timely and complete RFA.

3. Compliance with Ground Water Quality Standards

- a. Based on additional data and information regarding the contravention of the Ground Water Quality Standards, N.J.A.C.7:9-6, the Department also reserves the right to revoke a facility's authorization under this permit and regulate a facility under a more appropriate permit document, such as an individual NJPDES permit or authorization under another general permit, pursuant to N.J.A.C. 7:14A-6.13 and 16.4.

4. Planned Changes

- a. Any alteration or addition to the facility that may change the nature of the discharge, which results in a discharge that no longer meets the definition of "sanitary sewage" in accordance with N.J.A.C.7:14-1.2, or increase the design volume of sanitary sewage discharged, may subject said facility to stricter regulatory oversight by the Department. Such oversight can include system expansion, imposition of a discharge and ground water quality monitoring program through issuance of an individual permit or another general permit or any other federal, state or local permits or approvals. Any planned change, which may result in noncompliance with the permit, must be proposed to the Department for approval prior to implementation.

5. Requirements Incorporated by Reference

- a. The permittee shall comply with all conditions set forth in this permit and with all the applicable requirements incorporated into this permit by reference. The permittee is required to comply with the regulations, including those cited in paragraphs b. through d. following, which are in effect as of the effective date of the final permit.

b. General Conditions

Penalties for Violations	N.J.A.C. 7:14-8.1 et seq.
Incorporation by Reference	N.J.A.C. 7:14A-2.3
Duty to Comply	N.J.A.C. 7:14A-6.2(a)1 & (a)4
Duty to Mitigate	N.J.A.C. 7:14A-6.2(a)5 & 11
General Conditions Applicable to All Permittees	N.J.A.C. 7:14A-6.2
Inspection and Entry	N.J.A.C. 7:14A-2.11(e)
Enforcement Action	N.J.A.C. 7:14A-2.9

Duty to Reapply	N.J.A.C. 7:14A-4.2(e)3
Signatory Requirements for Applications and Reports	N.J.A.C. 7:14A-4.9
Effect of Permit/Other Laws	N.J.A.C. 7:14A-6.2(a)6 & 7 & 2.9(c)
Severability	N.J.A.C. 7:14A-2.2
Administrative Continuation of Permits	N.J.A.C. 7:14A-2.8
Permit Actions	N.J.A.C. 7:14A-2.7(c)
Standard Reopener Clause	N.J.A.C. 7:14A-6.2(a)10
Permit Duration and Renewal	N.J.A.C. 7:14A-2.7(a) & (b)
Consolidation of Permit Process	N.J.A.C. 7:14A-15.5
Confidentiality	N.J.A.C. 7:14A-18.2 & 2.11(g)
Fee Schedule	N.J.A.C. 7:14A-3.1
General Permits	N.J.A.C. 7:14A-6.13
Treatment Works Approval	N.J.A.C. 7:14A-22 & 23c.
c. Operation And Maintenance	
Need to Halt or Reduce not a Defense	N.J.A.C. 7:14A-2.9(b)
Proper Operation and Maintenance	N.J.A.C. 7:14A-6.12
Bypass	N.J.A.C. 7:14A-6.11
Upset	N.J.A.C. 7:14A-6.11
d. Monitoring And Records	
Monitoring	N.J.A.C. 7:14A-6.5
Recordkeeping	N.J.A.C. 7:14A-6.6
e. Reporting Requirements	
Planned Changes	N.J.A.C. 7:14A-6.7
Noncompliance Reporting	N.J.A.C. 7:14A-6.10
Duty to Provide Information	N.J.A.C. 7:14A-2.11, 6.2(a)14 & 18.1
Schedules of Compliance	N.J.A.C. 7:14A-6.4
Transfer	N.J.A.C. 7:14A-6.2(a)8 & 16.2

TOWNSHIP OF VERNON

RESOLUTION #26-86

AUTHORIZING CHANGE ORDER #1 OF CONTRACT FOR PROPOSED IMPROVEMENTS TO CANISTEAR ROAD WITHIN VERNON TOWNSHIP WITH TILCON NEW YORK, LLC

WHEREAS, on August 11, 2025 by way of adoption of Resolution #25-213, the Council of the Township of Vernon awarded a contract to Tilcon New York, Inc for Milling & Paving on Canistear Road which contract provided for an expenditure of \$490,501.75 and

WHEREAS, in a memo dated February 3, 2026, the Township Engineer states that the contract requires a Change Order #1 by the addition of one (1) extra item in amount of \$10,133.25 and the reduction of three (3) items in total amount of \$17,130.20; and

WHEREAS, the Township Engineer, in concurrence with the Mayor, recommends approving Change Order No. 1 resulting in the adjusted decreased final contract amount of \$483,504.80.

NOW THEREFORE BE IT RESOLVED, by the Council of the Township of Vernon that it hereby approves the Township Engineer's recommendations and authorizes the Mayor to execute said Change Order No. 1 for said project resulting in the adjusted decreased final contract amount of \$483,504.80 for said project; and

BE IT FURTHER RESOLVED that certified copies of this Resolution be forwarded to Tilcon New York, Inc. and the Township Engineer.

CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Meeting held on February 9, 2026 at 7:00 pm in the Vernon Municipal Center.

Marcy Gianattasio, RMC, CMR
Municipal Clerk

VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Ooms S.						
Rizzuto P.						
Sparta B.						
Higgins, W.						



HAROLD E. PELLOW & ASSOCIATES, INC.

CONSULTING ENGINEERS · PLANNERS · LAND SURVEYORS

ESTABLISHED 1969

HAROLD E. PELLOW, PRESIDENT
2022 Distinguished Engineering Service Award
from the NJ Society of Professional Engineers
NJ – P.E. & L.S., NJ – P.P., NJ – C.M.E.

ANN PELLOW WAGNER
NJ – C.L.A., VA – C.L.A., PA – C.L.A.
(5/26/84 – 7/27/89)

DAVID B. SIMMONS, JR., VICE PRESIDENT
NJ – P.E. & L.S., NJ – P.P., NJ – C.M.E.
NY – P.E. & L.S., PA – P.E. & L.S.

CORY L. STONER, EXEC. VICE PRESIDENT
NJ – P.E., NJ – P.P., NJ – C.M.E.

MATTHEW J. MORRIS
NJ – L.L.A., NJ – P.P.

THOMAS G. KNUTELSKY, ASSOCIATE
NJ – P.E., NJ – P.P.

February 3, 2026

MEMORANDUM TO: Mr. Anthony Rossi, Vernon Township Mayor

FROM: Cory L. Stoner, P.E., C.M.E., Township Engineer

SUBJECT: **FINAL PAPERWORK – Tilcon New York, Inc.**
Proposed Improvements to Various Streets – 2025 Canistear Road
Milling & Paving
Township of Vernon, Sussex County
HPA No. 25-211

Dear Mayor,

Enclosed herewith please find the following final paperwork for Tilcon New York, Inc. in regard to the above-referenced project:

1. Copy of Vernon Township Purchase Order No. 25-01134, Drawdown No. 2 and Final, in the amount of \$31,930.54, due Tilcon New York, Inc. for work completed through September 16, 2025.
2. Estimate Certificate 2 and Final reflecting the final quantities.
3. Three (3) copies of Change Order No. 1 which reflect an adjusted contract amount of \$483,504.80. Kindly have an authorized representative sign and date all three copies on the line indicated Presiding Officer. Retain one copy for your file and return the remaining two copies to this office. We will forward one copy to Tilcon New York, Inc. and retain one copy in our files.
4. Letter dated October 21, 2025 from Joseph J. Obermeyer, Engineer-Performance Manager of Tilcon New York, Inc., certifying that Tilcon New York, Inc. has completed this project, and all costs incurred on this project have been paid in full. Costs include, but are not limited to, labor, materials, subcontractors, and equipment rental.

Mr. Anthony Rossi
RE: Final Paperwork – Tilcon New York Inc.
February 3, 2026

Page 2

Please ensure that the Township has received all of Tilcon New York, Inc.'s payroll certifications prior to issuing the final payment to them for this project.

Very truly yours,

A handwritten signature in black ink, appearing to read "Cory L. Stoner", with a horizontal line extending to the right.

Cory L. Stoner, P.E., P.P., C.M.E.
HAROLD E. PELLOW & ASSOCIATES, INC.
Vernon Township Engineer

CLS:abe
K:\PROJECTS\MUNICIPAL\VERNON\COUNCIL\25-211 - 2025 VARIOUS STREETS RESURFACING\CANISTEAR ROAD\MILLING & PAVING\ROSSI3.DOC

Enclosures

cc: Irene Mills - Vernon Township Administrative Clerk *(via email)*
Jason Newell - Tilcon New York, Inc. *(via email)*
Janet Floyd - Tilcon New York, Inc. *(via email)*

Township of Vernon
21 Church Street
Vernon, NJ 07462
Phone: (973)764-4055
Fax: (973)764-4799

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 25-01134

ORDER DATE: 08/15/25
DELIVERY DATE: 08/14/25
STATE CONTRACT: MCCPC #6
F.O.B. TERMS:
VENDOR ACCT NUM:
VENDOR PHONE #: (800)789-7625
VENDOR FAX #:
REQUISITION #: R2502144

SHIP TO

ADMINISTRATION
VERNON TOWNSHIP
21 CHURCH STREET
VERNON, NJ 07462

VENDOR

Vendor #: TILCO005

TILCON NEW YORK, INC
9 ENTIN RD
PARSIPPANY, NJ 07054

PAYMENT RECORD


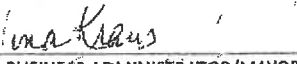
CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 22-6002358

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	Canistear Road Improvements Per Resolution 25-00213 MCCPC #6	C-04-25-009-01	490,501.7500	490,501.75
			TOTAL	490,501.75
	<u>DRAWDOWN NO. 2 and FINAL</u> FOR WORK COMPLETED THROUGH 9/16/2025 AS SHOWN ON ESTIMATE CERTIFICATE NO. 2 and FINAL (ATTACHED) ORIGINAL CONTRACT AMOUNT ADJUSTED CONTRACT AMOUNT BASED ON CHANGE ORDER NO. 1 WORK COMPLETED THROUGH 9/16/202 LESS 2% RETAINAGE LESS PREVIOUS PAYMENTS AMOUNT DUE THIS DRAWDOWN	\$490,501.75 \$483,504.80 \$483,504.80 (\$ 0.00) (\$451,574.26) <u>\$31,930.54</u>		

APPROVED FOR PURCHASE


QUALIFIED PURCHASING AGENT

BUSINESS ADMINISTRATOR/MAYOR

APPROVAL FOR PAYMENT

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

 1/9/20
DEPT. HEAD DATE

CERTIFICATION OF FUNDS


CHIEF FINANCIAL OFFICER

VENDOR'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any; person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

X
Vendor sign & return here

HAROLD E. PELLOW and ASSOCIATES, INC.
Consulting Engineers, Planners and Land Surveyors
 17 Plains Road, Augusta, NJ 07822-2009

ESTIMATE CERTIFICATE NO. 2 and FINAL

Date	Work performed through September 16, 2025
Project	Proposed Improvements to Canistear Road
Owner	Township of Vernon, Municipal Building, 21 Church Street, Vernon Township, NJ 07462
Contractor	Tilcon New York, Inc., 9 Entin Road, Parsippany, New Jersey 07054

Item No.	Description	Unit Measure	Original Contract Quantity	Extra or Supplem. Quantity	Reduction Quantity	Adjusted Quantity	Quantity to Date	Unit Price Totals	Total Amt. to Date or Final
1	HMA Milling, 2" Thick	Sq. Yd.	36,363	3435			39,740	\$ 2.95	\$ 117,233.00
2	Hot Mix Asphalt 9.5M64 Surface Course, 2" Thick	Ton	4,680		125.07		4,554.93	\$ 77.65	\$ 353,690.31
3	Fuel Price Adjustment	L.S.	100%		51.62%		48.38%	\$ 10,000.00	\$ 4,838.11
4	Asphalt Price Adjustment	L.S.	100%		22.57%		77.43%	\$ 10,000.00	\$ 7,743.38
TOTAL:								\$ 483,504.80	

Signatures	
Recommended for Approval	
Approved by	 INSPECTOR MUNICIPAL ENGINEER

Original Contract	\$ 490,501.75		
Total Extra & Supplemental	\$ 10,133.25	Total Cost of Construction	\$ 483,504.80
Total Reduction	\$ 17,130.20	Less Retainage of 2%	\$ -
Total Adjusted Contract (Based on Change Order No. 1)	\$ 483,504.80	Less Previous Payments	\$ 451,574.26

PAYMENT NOW DUE **\$ 31,930.54**

HAROLD E. PELLOW and ASSOCIATES, INC.

Consulting Engineers, Planners and Surveyors
17 Plains Road
Augusta, NJ 07822-2009

CHANGE ORDER NO. 1**1/9/2026**

Project	Proposed Improvements to Canistear Road
Owner	Township of Vernon, Municipal Building, 21 Church Street, Vernon Township, NJ 07462
County	Sussex County
Contractor	Tilcon New York, Inc., 9 Entin Road, Parsippany, New Jersey 07054

In accordance with the project Supplementary Specification, the following are changes in the contract.

Location and Reason for Change (Attach additional sheets if required) -

Location: Proposed Improvements to Canistear Road
Reason: As Noted

<u>ITEM NO.</u>	<u>DESCRIPTION</u>	<u>QUANTITY (+/-)</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
EXTRA				
1	HMA Milling, 2" Thick (As Built Quantities)	3,435 Sq. Yd.	\$ 2.95	\$ 10,133.25
Total EXTRA:				\$ 10,133.25
REDUCTION				
2	Hot Mix Asphalt 9.5M64 Surface Course, 2" Thick (As Built Quantities)	125.07 TONS	\$ 77.65	\$ 9,711.69
3	Fuel Price Adjustment	51.62% L.S.	\$ 10,000.00	\$ 5,161.89
4	Asphalt Price Adjustment	22.57% L.S.	\$ 10,000.00	\$ 2,256.62
Total REDUCTION:				\$ 17,130.20

AMOUNT OF ORIGINAL CONTRACT: \$490,501.75

**ADJUSTED AMOUNT BASED ON
CHANGE ORDER NO. 1:** \$483,504.80

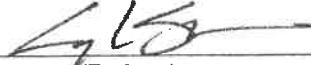
% CHANGE IN CONTRACT: - 1.43%
[(+) Increase or (-) Decrease]

EXTRA: \$ 10,133.25

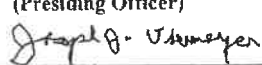
SUPPLEMENTAL: \$ -

REDUCTION: \$ 17,130.20

TOTAL CHANGE: \$ (6,996.95)


(Engineer)

1-12-26
(Date)

(Presiding Officer)

(Contractor)

(Date)
1-12-26
(Date)



TILCON NEW YORK INC.

PHONE: 973-366-7741 • 9 ENTIN ROAD • PARSIPPANY, NEW JERSEY 07054

CERTIFICATION OF SUBCONTRACTOR / SUPPLIER PAYMENT BY PRIME CONTRACTOR (as required by NJSA 52:32-41)

Contractor Name and Address: **Tilcon New York Inc.
9 Entin Road, Parsippany, NJ 07054**

Contract Description: **Milling and Paving for Canistear Road, Vernon Township,
County of Sussex**

On behalf of **Tilcon New York Inc.**, the undersigned certifies to the following:

All Subcontractors and suppliers due and owing monies from the aforementioned last progress payment for work completed and/or materials and equipment purchased have been paid; and all subcontractors and suppliers due and/or materials and equipment then purchased will be paid; except:

N/A

Name of Subcontractor or Supplier

Name of Subcontractor or Supplier

Name of Subcontractor or Supplier

I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

Tilcon New York Inc.
(Name of Subcontractor)

By: Joseph J. Obermeyer
Joseph J. Obermeyer

Date: October 21, 2025

Title: Engineer-Performance Manager

Sworn and subscribed before me on this 20th day of October 2025.

Wendy Arias

Wendy Arias ID: 2294400
Notary Public - New Jersey
My Commission Expires 11-26-2027

An Equal Opportunity Employer

TOWNSHIP OF VERNON

RESOLUTION #26-87

**REFUND OVERPAYMENT
(Block 257 Lot 33 – CORELOGIC)**

BE IT RESOLVED, by the Council of the Township of Vernon, Vernon, New Jersey, that a warrant be drawn to CoreLogic in the amount of \$3244.09 representing refund for overpayment for 2nd qtr. 2025 property taxes for Block 257 Lot 33.

OWNER	BLOCK	LOT	REFUND AMOUNT
Robison	257	33	\$3244.09
		TOTAL:	\$3244.09

CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Meeting held on February 9, 2026 at 7:00 pm in the Vernon Municipal Center.

Marcy Gianattasio, RMC, CMR
Municipal Clerk

VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Ooms S.						
Rizzuto P.						
Sparta B.						
Higgins, W.						

Submitted by: Lisa A. Kimkowski, CTC

TOWNSHIP OF VERNON

RESOLUTION #26-88

AMENDING RESOLUTION #26-02

WHEREAS, Resolution #26-02, Resolution Reauthorizing Petty Cash Funds for Calendar Year 2026, listed the custodians of the Township Petty Cash Funds; and

WHEREAS, the Finance Department custodian is no longer Tina Kraus.

NOW THEREFORE BE IT RESOLVED that the Council of the Township of Vernon, hereby amends Resolution # 26-02 to reflect that the new Custodian of the Petty Cash Fund of the Finance Department is Patricia Reiche.

CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Meeting held on February 9, 2026 at 7:00 pm in the Vernon Municipal Center.

Marcy Gianattasio, RMC, CMR
Municipal Clerk

VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Ooms S.						
Rizzuto P.						
Sparta B.						
Higgins, W.						

TOWNSHIP OF VERNON

RESOLUTION #26-02

REAUTHORIZING PETTY CASH FUNDS FOR CALENDAR YEAR 2026

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund in municipalities by application and resolution; and

WHEREAS, it is the desire of the Township of Vernon to establish the following Petty Cash Funds for calendar year 2026 as follows:

Department	Custodian	Amount Authorized
DPW	Howard Lazier	\$100.00
Finance	Tina Kraus	\$100.00
Police	Daniel B. Young	\$500.00

NOW, THEREFORE BE IT RESOLVED that the Council of the Township of Vernon hereby authorizes such action and that the Township Clerk file two copies of this resolution with the Division of Local Government Services, State of New Jersey.

CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Reorganization Meeting held on January 15, 2026 at 6:00 pm in the Vernon Municipal Center.


Marcy Gianattasio, RMC, CMR
Municipal Clerk

VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.		X	X			
Higgins, W.			X			
Ooms, S.			X			
Rizzuto P.			X			
Sparta, B.	X		X			

TOWNSHIP OF VERNON

RESOLUTION #26-89

RESOLUTION OF THE TOWNSHIP OF VERNON, IN THE COUNTY OF SUSSEX, NEW JERSEY AUTHORIZING THE TOWNSHIP TO ENTER INTO A PERMANENT SEWER EASEMENT AND A PERMANENT DRAINAGE EASEMENT AND TO VACATE EXISTING EASEMENTS FOR THE PROPERTY IDENTIFIED AS BLOCK 402, LOTS 2 & 3 IN THE TOWNSHIP AND COMMONLY KNOWN AS 19-21 OMEGA DRIVE

WHEREAS, the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1, et seq., as amended and supplemented (the “**Redevelopment Law**”), provides a process for municipalities to participate in the redevelopment and improvement of areas designated by the municipality as in need of redevelopment; and

WHEREAS, on April 23, 2018, pursuant to Resolution 18-135, the Council of the Township of Vernon (the “**Township Council**”) designated a total of 173 lots, including that certain property identified on the official tax maps of the Township of Vernon (the “**Township**”) as Block 402, Lots 2 and 3 (f/k/a Block 141.02, Lots 2 and 3), as a non-condemnation area in need of redevelopment (the “**Redevelopment Area**”) in accordance with the Redevelopment Law; and

WHEREAS, on April 26, 2021, the Township Council adopted Ordinance No. 21-10, adopting the “Town Center Redevelopment Plan” for the Redevelopment Area; and

WHEREAS, Red Hand, LLC (the “**Owner**”), the predecessor of Omega Drive Redevelopment Urban Renewal, LLC (the “**Entity**”), is the owner of the Redevelopment Area;

WHEREAS, the Entity has proposed to redevelop the Redevelopment Area by constructing thereon a four-story, multi-family residential building a total of twenty-seven (27) residential rental units (the “**Project**”); and

WHEREAS, pursuant to a resolution of the Township Land Use Board of final site plan approval decided on August 27, 2025, memorialized September 19, 2025, the Entity is required to grant the Township both a permanent sewer easement and a permanent drainage easement on the Redevelopment Area (the “**Proposed Easements**”) for the purposes of maintenance, repair, reconstruction, replacement, and inspection of the new sewer and drainage mains and relocation of existing sewer and drainage lines at the Redevelopment Area; and

WHEREAS, the Township presently has a sewer easement dated April 30, 2007, recorded July 6, 2007 with the Sussex County Clerk’s Office in Book 3153, page 296&c and an existing drainage easement on the Redevelopment Area (the “**Existing Easements**”); and

WHEREAS, in connection with the Proposed Easements, the Township and the Owner desire to vacate the Existing Easements by execution of a Vacation of Sewer and Drainage Easements (the “**Vacation**”) to be recorded in the Clerk’s Office of Sussex County.

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Vernon, in the County of Sussex, New Jersey, as follows:

1. The foregoing recitals are hereby incorporated by reference as if fully set forth herein.
2. The Mayor and/or his designee are authorized to enter into and execute the Proposed Easements and the Vacation in substantially the form on file with the Township, together with such additions, deletions, and modification thereto as may be necessary or desirable in consultation with the Township's redevelopment counsel.
3. The Mayor and/or his designee are authorized to execute all other documents necessary and/or desirable to effectuate this Resolution and to undertake all actions necessary to effectuate this Resolution in consultation with the Township's Redevelopment Council.
4. This Resolution shall take effect immediately.

CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Meeting held on February 9, 2026 at 7:00 pm in the Vernon Municipal Center.

Marcy Gianattasio, RMC, CMR
Municipal Clerk

VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Ooms S.						
Rizzuto P.						
Sparta B.						
Higgins, W.						



RHJ Associates

Professional Land Surveying & Planning

6 Lakeshore Drive East, Highland Lakes, NJ 07422 • Telephone 973-764-5668
Robert H. Jordan, Jr. • N.J.P.L.S. Lic. No. 34485 • N.J.P.P. Lic. No. 4487
www.rhj-associates.com

August 19, 2025
Revised October 23, 2025
File No. 22-103

DESCRIPTION FOR
VACATED DRAINAGE EASEMENT
LOTS 2 BLOCK 402
TOWNSHIP OF VERNON-SUSSEX CO.
NEW JERSEY

Beginning at a point in the northerly side line of Omega Drive, 50 feet wide, said BEGINNING point being the most northwesterly corner of Lot 3 in Block 141C as shown on a map entitled "Vernon Heights, Section No. 6, Vernon Township, Sussex Co., N.J." filed in the Sussex County Clerk's Office as Map No. 417; thence

1. North fifty six degrees, thirty three minutes, fifty seconds East
(N 56-33'-50" E) two hundred eleven and sixteen hundredths (211.16) feet to a point; thence
2. South fifteen degrees, fifty five minutes, one second East
(S 15-55'-01" E) ten and forty nine hundredths (10.49) feet to a point; thence
3. South fifty six degrees, thirty three minutes, fifty seconds West
(S 56-33'-50" W) one hundred seventy and fifty nine hundredths (170.59) feet to a point in the northerly side line of Omega Drive; thence
4. In a westerly direction along a curved line to the left with a radius of seventy five and no hundredths (75.00) feet an arc length of thirty nine and seventeen hundredths (39.17) feet along the northerly side line of Omega Drive to the place of beginning.

Containing in the above described bounds 1,843 square feet.

Subject to documents of record.

Prepared and approved by:

Robert H. Jordan, Jr.
Professional Land Surveyor
New Jersey License No. 34485



RHJ Associates
Professional Land Surveying & Planning

Exhibit B

6 Lakeshore Drive East, Highland Lakes, NJ 07422 • Telephone 973-764-5668
Robert H. Jordan, Jr. • N.J.P.L.S. Lic. No. 34485 • N.J.P.P. Lic. No. 4487
www.rhj-associates.com

October 23, 2025
File No. 22-013

DESCRIPTION FOR
VACATED SEWER EASEMENT
LOT 3 BLOCK 402
TOWNSHIP OF VERNON-SUSSEX CO.
NEW JERSEY

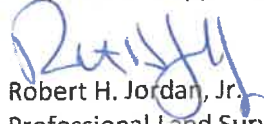
Beginning at a point in the northerly side line of Omega Drive, 50 feet wide, said BEGINNING point being the most northwesterly corner of Lot 2 and the most southwesterly corner of Lot 3 in Block 141C as shown on a map entitled "Vernon Heights, Section No. 6, Vernon Township, Sussex Co., N.J." filed in the Sussex County Clerk's Office as Map No. 417; thence

1. North fifty six degrees, thirty three minutes, fifty seconds East
(N 56-33'-50" E) one hundred twenty five and no hundredths (125.00) feet to a point; thence
2. South thirty three degrees, twenty six minutes, ten seconds East
(S 33-26'-10" E) fifteen and no hundredths (15.00) feet to a point; thence
3. South fifty six degrees, thirty three minutes, fifty seconds West
(S 56-33'-50" W) one hundred twenty five and no hundredths (125.00) feet to a point in the northerly side line of Omega Drive; thence
4. North thirty three degrees, twenty six minutes, ten seconds West
(N 33-26'-10" W) fifteen and no hundredths (15.00) feet along the northerly side line of Omega Drive to the place of beginning.

Containing in the above described bounds 1,875 square feet.

Subject to documents of record.

Prepared and approved by:



Robert H. Jordan, Jr.
Professional Land Surveyor
New Jersey License No. 34485

Grantee shall not store equipment or materials upon the aforesaid easement and right of way except that same shall not preclude the use and location of said equipment and materials for periods of short duration while the Grantee is active upon the easement and right of way for the purposes set forth herein.

Grantor reserves the right to use, access or occupy the easement area and right of way for any reasonable purpose provided that said use, access or occupation shall not interfere with or obstruct the rights granted herein.

Grantee agrees that all trenches shall be filled with good, clean dirt, well compacted and the surrounding area of disturbance restored to a condition to conform with the remainder of Grantor's premises, subject to any change required to accomplish the purposes of Grantee set forth herein.

Grantee is responsible for any and all expenses associated with Grantee's purposes set forth herein and for such damages to Grantor's property that may be caused by Grantee's activities on the premises. Said sewer collection main shall be appropriately marked with respect to location as required by any law or ordinance or as otherwise determined by Grantee. Grantee shall register the force main with New Jersey One-Call Service.

Grantee agrees to indemnify and hold harmless Grantor, its successors and assigns, for any and all claims of damage, whether personal injury or property, which may be brought against Grantor as a result of the activities of the Grantee on the premises for the purposes set forth herein. Grantee further agrees to indemnify and hold harmless Grantor, its successors and assigns, from any and all liability which Grantor may incur as

Exhibit A

00020030 Bk: 3153 Ps: 296

Prepared by: Joseph J. Ragno, Jr., Esq.

REC'D & RECORDED
Jul 06, 2007 09:15:05A
ERMA GORMLEY
SUSSEX COUNTY CLERK
NEWTON, NJ


EASEMENT

KNOW ALL MEN BY THESE PRESENTS, that the Cecilio P. and Amancia P. Po, as owner of real property located at Block 141.03 Lots 2 & 3 on the Tax Map of the Township of Vernon, Sussex County, New Jersey, hereafter together with its successors and assigns the Grantor, for and in consideration of the sum of \$3,500.00 and other good and valuable consideration the receipt of which is hereby acknowledged, received of the Township of Vernon, New Jersey, and its successors and assigns, hereafter the Grantee, does hereby give and grant an easement and right of way to survey, lay, construct, re-construct, modify, supplement, maintain, operate, inspect, repair remove, keep clear and tree and brush free above and below ground level and take all other reasonable actions with respect to an underground sewer collection main and related equipment, fixtures, appurtenances and facilities, through and under the aforesaid Block and Lot of the Grantor and as more specifically set forth on the metes and bounds description(s) attached hereto and made a part hereof along with a temporary construction easement as more specifically set forth on the metes and bounds description(s) attached hereto and made a part hereof, which temporary construction easement shall expire not later than the completion of initial construction of the sewer facilities on and in the easement or three years from the date this easement is recorded.

Said easement and right of way shall include the right of ingress and egress to and from said easement and right of way upon the other lands of the Grantor as same may be necessary for the purposes set forth herein.

3. **AMENDMENT CLAUSE:** Any amendment or revision of this Agreement must be in writing and approved by the GRANTEE and the Township.

IN WITNESS WHEREOF, the GRANTOR and TOWNSHIP have executed this instrument as of the date first set forth above.

RED HAND, LLC

BY: Paula O'Neill, Managing Member

TOWNSHIP OF VERNON

BY: _____

ACKNOWLEDGEMENT

STATE OF NEW JERSEY)
COUNTY OF BERGEN) ss.

On the 5 day of Dec, 2025, before me, the undersigned, a Notary Public in and for said State, personally appeared Paula O'Neill, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity as Managing Member of the Grantor, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.


Notary Public

STATE OF NEW JERSEY)
COUNTY OF SUSSEX) ss

Mary J Greene
NOTARY PUBLIC
State of New Jersey
My Commission Expires 08/13/2029

On the ___ day of _____, 2025 before me, the undersigned, a Notary Public in and for said State, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity as _____ of the Grantee, and that by his/her/their signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Record and Return to:
Lauran O'Neill, Esq.
241 Hudson Street
Hackensack, NJ 07068

Notary Public

VACATION OF SEWER AND DRAINAGE EASEMENT
19-21 Omega Drive, Vernon, NJ

THIS INDENTURE, made the ____ day of _____, 2025 between

Red Hand, LLC
having offices at
241 Hudson Street, Hackensack, New Jersey 07601
(hereinafter referred to as the "GRANTOR"),

and

Township of Vernon
A Municipal Corporation
with offices situate at Town Hall,
21 Church Street, Vernon, NJ 07462
(hereinafter referred to as the "Township").

WITNESSETH:

WHEREAS, the GRANTOR is the owner of certain parcels of land located in the Township of Vernon, Sussex County, New Jersey identified as tax parcel Block 402, Lot 2 & 3 of the Tax Map of the Township of Vernon (hereinafter "Property"); and

WHEREAS, The Township presently has a SEWER AND DRAINAGE EASEMENT (the "EASEMENT") on said Property dated April 30, 2007 and recorded with the Sussex County Clerk on July 6, 2007 at Book #3153 page #296, a copy of which is attached hereto as **Exhibit A**; and

WHEREAS, The Grantor and Township have agreed that Easement will be vacated and have entered into a new Grant of Permanent Drainage Easement and Grant of Permanent Sewer Easement (collectively the "Replacement Easements") being executed simultaneously herewith and to be recorded simultaneously herewith;

NOW, THEREFORE, in consideration of the sum of ONE (\$1.00) DOLLAR, lawful money of the United States, actual consideration, receipt of which is hereby waived, and in the further consideration of the promises set forth below, the GRANTOR and Township desire and intend to vacate said sewer and drainage easement and have no longer any further effect.

1. **VACATION OF PERMANENT EASEMENT AND RIGHT-OF-WAY:** The GRANTOR AND Township hereby vacate the easement and pronounce it void and of no more effect to the parties and to the property and is being replaced by the Replacement Easements.

2. **FORUM CLAUSE:** This Agreement shall be governed by the Laws of the State of New Jersey. The parties hereby irrevocably submit to the exclusive jurisdiction of the Courts of the State of New Jersey over any suit, action or proceeding arising out of or relating to this Agreement, and to Sussex County as the exclusive venue for any suit, action or proceeding.

**GRANT OF PERMANENT SEWER EASEMENT
19-21 Omega Drive, Vernon, NJ**

THIS INDENTURE, made the 4th day of December, 2025 between

Red Hand, LLC
having offices at
241 Hudson Street, Hackensack, New Jersey 07601
(hereinafter referred to as the "GRANTOR"),

and

Township of Vernon
A Municipal Corporation
with offices situate at Town Hall,
21 Church Street, Vernon, NJ 07462
(hereinafter referred to as the "Township").

WITNESSETH:

WHEREAS, the GRANTOR is the owner of certain parcels of land located in the Township of Vernon, Sussex County, New Jersey identified as tax parcel Block 402, Lots 2 & 3 of the Tax Map of the Township of Vernon (hereinafter "Property"); and

WHEREAS, Pursuant to a Resolution of the Township of Vernon Land Use Board of Final Site Plan Approval decided on August 27, 2025 and memorialized September 19, 2025 the Grantor is required to grant to the Township a Permanent Sewer Easement;

NOW, THEREFORE, in consideration of the sum of ONE (\$1.00) DOLLAR, lawful money of the United States, actual consideration, receipt of which is hereby waived, and in the further consideration of the promises set forth below, the GRANTOR hereby grants and releases unto the Township, a PERMANENT EASEMENT AND RIGHT-OF-WAY, for the following uses and purposes and upon the following terms and conditions:

1. **GRANT OF PERMANENT EASEMENT AND RIGHT-OF-WAY:** The GRANTORS grant unto the TOWNSHIP a PERMANENT EASEMENT AND RIGHT-OF-WAY in, on, under and through that portion of the GRANTORS' Property hereinafter for the purposes of a sewer easement in the PERMANENT EASEMENT AREA. The GRANTORS hereby grant to the Township the right, to maintain, repair, reconstruct, replace and inspect the same as TOWNSHIP may deem necessary or desirable. The easement shall include the right of ingress and egress to and from the Permanent Easement Area and right of way across the Property as same may be necessary for the purposes set forth herein. The PERMANENT EASEMENT AREA is more particularly described on Schedule A attached hereto and made a part hereof.

2. **PROHIBITION OF STRUCTURES:** The GRANTORS are hereby prohibited from planting any trees or shrubs or constructing and/or maintaining any type of permanent or temporary structure or improvement including fences, walls, underground pipes and conduits in, on, under or over the PERMANENT EASEMENT AREA.

3. **FORUM CLAUSE:** This Agreement shall be governed by the Laws of the State of New Jersey. The parties hereby irrevocably submit to the exclusive jurisdiction of the Courts of the State of New Jersey over any suit, action or proceeding arising out of or relating to this Agreement, and to Sussex County as the exclusive venue for any suit, action or proceeding.

4. **AMENDMENT CLAUSE:** Any amendment or revision of this Agreement must be in writing and approved by the Township.

5. **BINDING EFFECT:** The terms, covenants, and agreements herein contained shall inure to the benefit of, and be binding upon the parties hereto and their respective heirs, distributees, legal representatives, successors and assigns and ALL COVENANTS HEREIN SHALL RUN WITH THE LANDS AFFECTED THEREBY AND SHALL BE PERPETUAL IN DURATION.

IN WITNESS WHEREOF, the GRANTOR have executed this instrument as of the date first set forth above.

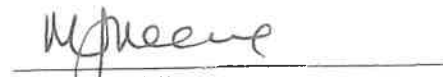
RED HAND, LLC


BY: Paula O'Neill, Managing Member

ACKNOWLEDGEMENT

STATE OF NEW JERSEY)
COUNTY OF BERGEN) ss.

On the 5th day of December, 2025, before me, the undersigned, a Notary Public in and for said State, personally appeared Paula O'Neill, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity as Managing Member of the Grantor, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.


Notary Public

Record and Return to:
Lauran O'Neill, Esq.
241 Hudson Street
Hackensack, NJ 07601

Mary J Greene
NOTARY PUBLIC
State of New Jersey
My Commission Expires 12/31/2027



RHJ Associates

Professional Land Surveying & Planning

6 Lakeshore Drive East, Highland Lakes, NJ 07422 • Telephone 973-764-5668
Robert H. Jordan, Jr. • N.J.P.L.S. Lic. No. 34485 • N.J.P.P. Lic. No. 4487
www.rhj-associates.com

October 2, 2025
Revised October 23, 2025
File No. 22-013

DESCRIPTION OF
SANITARY SEWER EASEMENT
LOTS 2 & 3 BLOCK 402
TOWNSHIP OF VERNON-SUSSEX CO.
NEW JERSEY

Beginning at a point in the northerly sideline of Omega Drive, 50 feet wide, said BEGINNING point being distant one hundred forty one and eight hundredths (141.08) feet on a course of North thirty three degrees, twenty six minutes, ten seconds West (N 33-26'-10" W) from the most southeasterly corner of Lot 2 and the southwesterly corner of Lot 1 in Block 141C as shown on a map entitled "Vernon Heights, Section No. 6, Vernon Township, Sussex Co., N.J." filed in the Sussex County Clerk's Office as Map No. 417; thence

1. North thirty three degrees, twenty six minutes, ten seconds West (N 33-26'-10" W) twenty and no hundredths (20.00) feet along the northerly side line of Omega Drive to a point; thence
2. North fifty six degrees, thirty three minutes, fifty seconds East (N 56-33'-50" E) eighty six and ninety two hundredths (86.92) feet to a point; thence
3. South seventy eight degrees, twenty six minutes, ten seconds East (S 78-26'-10" E) fifty one and two hundredths (51.02) feet to a point; thence
4. North fifty six degrees, thirty three minutes, fifty seconds East (N 56-33'-50" E) two and no hundredths (2.00) feet to a point; thence
5. South thirty three degrees, twenty six minutes, ten seconds East (S 33-26'-10" E) fifteen and no hundredths (15.00) feet to a point; thence
6. South fifty six degrees, thirty three minutes, fifty seconds West (S 56-33'-50" W) fifteen and twenty eight hundredths (15.28) feet to a point; thence
7. North seventy eight degrees, twenty six minutes, ten seconds West (N 78-26'-10" W) forty three and ninety five hundredths (43.95) feet to a point; thence

Description for Sanitary Sewer Easement

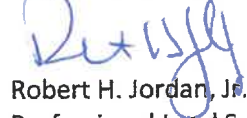
Page 2

8. South fifty six degrees, thirty three minutes, fifty seconds West
(S 56-33'-50" W) seventy eight and sixty four hundredths (78.64) feet to the place of beginning.

Containing in the above described bounds 2,735 square feet.

Subject to documents of record.

Prepared and approved by:



Robert H. Jordan, Jr.
Professional Land Surveyor
New Jersey License No. 34485

GRANT OF PERMANENT DRAINAGE EASEMENT
19-21 Omega Drive, Vernon, NJ

THIS INDENTURE, made the _____ day of _____ 2025 between

Red Hand, LLC
having offices at
241 Hudson Street, Hackensack, New Jersey 07601
(hereinafter referred to as the "GRANTOR"),

and

Township of Vernon
A Municipal Corporation
with offices situate at Town Hall,
21 Church Street, Vernon, NJ 07462
(hereinafter referred to as the "Township").

WITNESSETH:

WHEREAS, the GRANTOR is the owner of certain parcels of land located in the Township of Vernon, Sussex County, New Jersey identified as tax parcel Block 402, Lot 2 of the Tax Map of the Township of Vernon (hereinafter "Property"); and

WHEREAS, Pursuant to a Resolution of the Township of Vernon Land Use Board of Final Site Plan Approval decided on August 27, 2025 and memorialized September 19, 2025 the GRANTOR is required to grant a Permanent drainage easement to the Township;

NOW, THEREFORE, in consideration of the sum of ONE (\$1.00) DOLLAR, lawful money of the United States, actual consideration, receipt of which is hereby waived, and in the further consideration of the promises set forth below, the GRANTOR hereby grants and releases unto the Township, a PERMANENT EASEMENT AND RIGHT-OF-WAY, for the following uses and purposes and upon the following terms and conditions:

1. **GRANT OF PERMANENT EASEMENT AND RIGHT-OF-WAY:** The GRANTORS grant unto the TOWNSHIP a PERMANENT EASEMENT AND RIGHT-OF-WAY in, on, under and through that portion of the GRANTORS' Property hereinafter for the purposes of drainage and stormwater management in the PERMANENT EASEMENT AREA. The GRANTORS hereby grant to the Township the right, to maintain, repair, reconstruct, replace and inspect the same as TOWNSHIP may deem necessary or desirable. The easement shall include the right of ingress and egress to and from the Permanent Easement Area and right of way across the Property as same may be necessary for the purposes set forth herein. The PERMANENT EASEMENT AREA is more particularly described on Schedule A attached hereto and made a part hereof.

2. **PROHIBITION OF STRUCTURES:** The GRANTORS are hereby prohibited from planting any trees or shrubs or constructing and/or maintaining any type of permanent or temporary structure or improvement including fences, walls, underground pipes and conduits in, on, under or over the PERMANENT EASEMENT AREA.

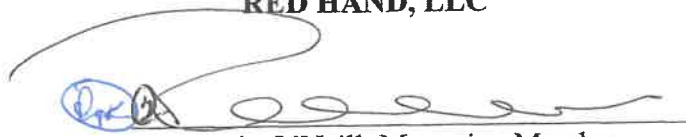
3. **FORUM CLAUSE:** This Agreement shall be governed by the Laws of the State of New Jersey. The parties hereby irrevocably submit to the exclusive jurisdiction of the Courts of the State of New Jersey over any suit, action or proceeding arising out of or relating to this Agreement, and to Sussex County as the exclusive venue for any suit, action or proceeding.

4. **AMENDMENT CLAUSE:** Any amendment or revision of this Agreement must be in writing and approved by the Township.

5. **BINDING EFFECT:** The terms, covenants, and agreements herein contained shall inure to the benefit of, and be binding upon the parties hereto and their respective heirs, distributees, legal representatives, successors and assigns and ALL COVENANTS HEREIN SHALL RUN WITH THE LANDS AFFECTED THEREBY AND SHALL BE PERPETUAL IN DURATION.

IN WITNESS WHEREOF, the GRANTOR has executed this instrument as of the date first set forth above.

RED HAND, LLC

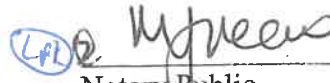


BY: Paula O'Neill, Managing Member

ACKNOWLEDGEMENT

STATE OF NEW JERSEY)
COUNTY OF BERGEN) ss.

On the 5TH day of December, 2025, before me, the undersigned, a Notary Public in and for said State, personally appeared Paula O'Neill, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity as Managing Member of the Grantor, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.



Notary Public

Record and Return to:
Lauran O'Neill, Esq.
241 Hudson Street
Hackensack, NJ 07601

Mary J Greene
NOTARY PUBLIC
State of New Jersey
My Commission Expires 08/13/2029



RHJ Associates
Professional Land Surveying & Planning

Schedule A

6 Lakeshore Drive East, Highland Lakes, NJ 07422 • Telephone 973-764-5668
Robert H. Jordan, Jr. • N.J.P.L.S. Lic. No. 34485 • N.J.P.P. Lic. No. 4487
www.rhj-associates.com

October 23, 2025
File No. 22-013

DESCRIPTION FOR
DRAINAGE EASEMENT
LOT 2 BLOCK 402
TOWNSHIP OF VERNON-SUSSEX CO.
NEW JERSEY

Beginning at a point in the northerly side line of Omega Drive, 50 feet wide, said BEGINNING point being distant fifty and twenty one hundredths (50.21) feet in an easterly direction on a curve to the right with a radius of seventy five and no hundredths (75.00) feet from the most northwesterly corner of Lot 3 in Block 141C as shown on a map entitled "Vernon Heights, Section No. 6, Vernon Township, Sussex Co., N.J." filed in the Sussex County Clerk's Office as Map No. 417; thence

1. North thirty seven degrees, one minute, forty five seconds West
(N 37-01'-45" W) sixteen and twenty three hundredths (16.23) feet to a point; thence
2. North fifty six degrees, thirty three minutes, fifty seconds East
(N 56-33'-50" E) thirty eight and ninety three hundredths (38.93) feet to a point; thence
3. South thirty three degrees, twenty six minutes, ten seconds East
(S 33-26'-10" E) six and no hundredths (6.00) feet to a point; thence
4. South seventeen degrees, nineteen minutes, four seconds West
(S 17-19'-04" W) thirty four and six hundredths (34.06) feet to a point in the northerly side line of Omega Drive; thence
5. In a westerly direction on a curve to the left with a radius of seventy five and no hundredths (75.00) feet an arc length of sixteen and twenty two hundredths (16.22) feet along the northerly side line of Omega Drive to the place of beginning.

Containing in the above described bounds 698 square feet

Subject to documents of record.

Prepared and approved by:


Robert H. Jordan, Jr.
Professional Land Surveyor
New Jersey License No. 34485

TOWNSHIP OF VERNON

RESOLUTION #26-90

A RESOLUTION APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY FEDERAL GRANT PROGRAM ADMINISTERED BY THE NEW JERSEY DEPARTMENT OF LAW & PUBLIC SAFETY, DIVISION OF ADMINISTRATION

WHEREAS, the Township of Vernon Police Department wishes to apply for funding of approximately \$45,150 with a match of \$139,402 in salary and fringe benefits for an approximate project total cost of \$184,552 for a project under the State of New Jersey Safe and Secure Grant Program, Subaward Period: 2/7/26-2/6/27, Grant #26-1922; and

WHEREAS, the Council of the Township of Vernon has reviewed the accompanying application and has approved said request; and

WHEREAS, the project is a joint effort between the Department of Law and Public Safety and the Vernon Township Police Department for the purpose described in the application.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Vernon, County of Sussex, State of New Jersey that

1. As a matter of public policy the Vernon Township Police Department wishes to participate to the fullest extent possible with the Department of Law and Public Safety.
2. The Attorney General will receive funds on behalf of the applicant.
3. The New Jersey Department of Law and Public Safety, Division of Administration shall be responsible for the receipt and review of the applications for said funds.
4. The New Jersey Department of Law and Public Safety, Division of Administration shall initiate allocations to each applicant as authorized.
5. The Subrecipient's Unit of Government/Non-Profit Organization is "authorized to accept" and/or "does accept" the Subaward.

CERTIFICATION

I certify that this is a true copy of the Resolution adopted by the Council of the Township of Vernon at their Meeting held on February 9, 2026 at 7:00 pm in the Vernon Municipal Center.

Marcy Gianattasio, RMC, CMR
Municipal Clerk

VERNON TOWNSHIP COUNCIL

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Contino, C.						
Ooms S.						
Rizzuto P.						
Sparta B.						
Higgins, W.						

**STATE OF NEW JERSEY
DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF CRIMINAL JUSTICE**

SAFE AND SECURE COMMUNITIES PROGRAM

CERTIFICATION OF RECORDING OFFICER

This is to certify that the foregoing Resolution is a true and correct copy of a resolution which was duly and regularly introduced and finally adopted at the meeting of the Vernon Township Council held on the 9th of February 2026, at 7:00 pm, and duly recorded in my office; that all requirements of law pertaining to the conduct of said meeting and the passage of this resolution were observed; and that I am duly authorized to execute this certificate.

DATED this _____ day of _____, 2026.

SEAL

Municipal Clerk

Grant #26-1922

NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF ADMINISTRATION

DEPARTMENT OF LAW & PUBLIC SAFETY
REQUIRED RESOLUTION & CERTIFICATION

To participate in the grant program, the Governing Body or Board of Directors of your Agency or Jurisdiction must submit a resolution and certification (with your award package) approving your acceptance of funds and your participation in the grant program administered by the State of New Jersey, Department of Law & Public Safety. If necessary, please provide a copy of this form to your Governing Body or Board of Directors.

Resolutions developed by your agency or jurisdiction for your exclusive use may be used;¹ however, your Resolution must include the following data elements:

- ☐ The name of the Recipient's Unit of Government/Non-Profit Organization;
- ☐ The name of the Grant Program;
- ☐ The Recipient Award number;
- ☐ The Award period;
- ☐ The total amount of the award which must **include and specifically identify** the award amount and any required in-kind or cash match (if applicable, also identify any required local match);
- ☐ Language indicating that the Recipient's Unit of Government/Non-Profit Organization is "authorized to accept" and/or "does accept" the Award; and
- ☐ Language indicating that the Recipient is accepting the specific grant of funds for the purpose described in the application.

Your Resolution must be accompanied by a certification signed and dated by a Clerk, Recording Officer, or other authorized Certifying Officer.

¹ If your jurisdiction wishes to submit a Resolution passed pursuant to N.J.S.A. 40A:4-87, it must contain all of the data elements on the above list.





**NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF ADMINISTRATION
AWARD CONTRACT**

SFY AND GRANT NAME <u>2026 Safe and Secure</u> PROJECT TITLE <u>Safe and Secure Communities Grant Program</u>	AWARD AMOUNT STATE: \$ <u>45,150.00</u> MATCH: \$ <u>0.00</u> TOTAL: \$ <u>45,150.00</u>
IMPLEMENTING AGENCY <u>Vernon Township Police Department</u>	
RECIPIENT <u>Township of Vernon</u>	
STATE ACCOUNT NO. <u>26-100-066-1020-232</u> <u>26-495-066-1020-497</u>	DATE OF AWARD <u>January 16, 2026</u>

In accordance with the provisions of Safe and Secure Communities Act of 1993, P.L. 1993, c. 220 (N.J.S.A. 52:17B-159, et seq.) applicable state and federal laws, and based upon the project application, the Department of Law and Public Safety hereby awards to the above-named Recipient, an award in the amount specified for the purposes set forth in the approved application for implementation of the Safe and Secure Communities Grant Program.

The award is subject to all applicable federal and state statutes and the requirements set forth in the general conditions, special conditions, approved budget, application authorization, and certifications attached to this program. The award is also subject to all applicable federal, state, and local financial accounting requirements, including the filing of single audits as required by 2 C.F.R. Part 200.500 et seq. and State Circular Letters 25-12-OMB and 07-05-OMB (if applicable). Lastly, this award incorporates all conditions and representations contained or made in the application and notice of availability of funds.

FOR THE RECIPIENT

FOR THE STATE OF NEW JERSEY
DEPARTMENT OF LAW AND PUBLIC SAFETY,

Signature of Authorizing Official

Anthony Rossi, Mayor

Typed Name and Title of Authorizing Official

Attorney General or Designee

Date

Date

Award Number: 26-1922

Division Contact:

Award Period: 02/07/26 - 02/06/27

Name: Erin Zippel

Recipient Fiscal Year Start Date: January 1

Title: Chief Administrative Officer

Email: grants@njoag.gov

Phone Number: (609) 376-2445

DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF ADMINISTRATION
Grant Applicant Information Form

Name and Fiscal Year of Grant Program (as per NOAF)	
FY: 2026	Grant Program: 2026 Safe and Secure
Date completing this form: 1/20/2026	
Official Name of Applicant Entity: Township of Vernon	
Address: 21 Church Street	
City/State: Vernon	Zip Code +4: 07462 + County: Sussex
Implementing Agency (if different than applicant): Vernon Township Police Department	
Applicant Website: www.vernontwp.com	
Fiscal Year Start Date, Month: January	Day: 1
Unique Entity Number (UEI):	
Federal Employer Identification Number (EIN): 22-6002358	
Type of Entity: Law Enforcement	

Geographic area to be targeted by this project:	
<input type="checkbox"/>	Statewide
<input type="checkbox"/>	County/Countries:
<input checked="" type="checkbox"/>	Municipality/Municipalities: Vernon Township
<input type="checkbox"/>	Other (i.e., ward, campus, etc.):

Name and Title of Chief Executive/Agency Director: Chief Daniel B Young	
Address (if different than above):	
City/State/Zip Code:	
Telephone: 973-764-6155	Email: dbyoung43@vernonpolice.com

Name and Title of Project Director (Primary Contact): Sgt Ronald Koumaras	
Address (if different than above):	
City/State/Zip Code:	
Telephone: 973-764-6155	Email: rkoumaras@vernonpolice.com

Name and Title of Alternate Contact Person: Lt David Dehardt	
Address (if different than above):	
City/State/Zip Code:	
Telephone: 973-764-6155	Email: ddhardt@vernonpolice.com

Name and Title of Chief Financial Officer: Patricia Reiche	
Address (if different than above):	
City/State/Zip Code:	
Telephone: 973-764-4055	Email: cfo@vernontwp.com

Name and Title of PMT Coordinator (if applicable):	
Address (if different than above):	
City/State/Zip Code:	
Telephone:	Email:



11/14/25

**STATE OF NEW JERSEY
DEPARTMENT OF LAW AND PUBLIC SAFETY**

STATE GENERAL CONDITIONS

1. **Legal Authority for the Application:** The Grantee agrees that it possesses legal authority to apply for the grant; and that, if applicable, a resolution or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required. The Grantee agrees that it has the institutional, managerial, and financial capability (including funds sufficient to pay any required non-State share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. **Compliance with State and Federal Laws:** The Grantee agrees to comply with all requirements imposed by the Department of Law and Public Safety (L&PS) and the Division of Administration (DOA) concerning special requirements of all Federal, State, municipal laws and regulations and Department of Treasury, State Circulars generally applicable to the activities in which the grantee is engaged in the performance of this grant. Failure to comply with these laws, regulations and State circulars will be grounds for termination of this grant.
3. **Compliance with Program Requirements and Procedures:** Grantee agrees to follow all applicable requirements and procedures as required by L&PS and DOA, and as outlined in the notification, award, Program Guidelines, and other letters provided to the Grantee. Grantee also agrees to adhere to all other applicable State requirements and procedures.
4. **Grant Fund Availability:** Grantee recognizes and agrees that both the initial provision of funding and the continuation of such funding under this grant is expressly dependent upon the availability to L&PS of funds appropriated by the State Legislature from State and/or Federal revenue or such other funding sources as may be applicable. A failure of L&PS to make any payment under this grant or to observe and perform any condition on its part to be performed under the grant as a result of the failure of the Legislature to appropriate shall not in any manner constitute a breach of the agreement by L&PS or an event of default under the agreement and L&PS shall not be held liable for any breach of the agreement because of the absence of available funding appropriations. In addition, future funding shall not be anticipated from L&PS beyond the duration of the award period set forth in the grant agreement and in no event shall the grant agreement be construed as a commitment by L&PS to expend funds beyond the termination date set in the grant agreement.

5. Prohibited Use of Funds: The Grantee certifies that all grant funds will be used exclusively for purposes set forth in the approved grant application.
6. Corruption of Public Resources Act: The Grantee understands and agrees that, in compliance with the Corruption of Public Resources Act, N.J.S.A. 2C:27-12, it cannot knowingly misuse State grant funds for an unauthorized purpose, and violations under this act could result in a prison term of up to 20 years, and, under N.J.S.A. 2C:30-8, subject to a fine of up to \$500,000. The Grantee understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from State grants, recoupment of monies provided under an award and civil and/or criminal penalties, including under the New Jersey False Claims Act, N.J.S.A. 2A:32C-3.
7. Prohibition of Supplanting (not applicable to non-profit entities): The Grantee agrees that funds made available under this program will be used to supplement but not supplant funds that were, or are, set aside for the same purpose. Ask Legal how to make this applicable to all except non-profits.
8. Prohibition Against Personal Enrichment: The Grantee agrees that it will establish safeguards to prohibit employees from using their positions for a purpose that constitutes, or gives the appearance of, personal gain for themselves or others, particularly those with whom they have family, business, or other ties.
9. Prohibition Against Conflicts of Interests: The Grantee agrees to establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest.
10. Prohibition Against State Employee Status: The Grantee understands and agrees that persons performing services in connection with a grant shall not be considered employees of the State of New Jersey for any purpose, including but not limited to, defense and indemnification for liability claims, workers compensation or unemployment.
11. Indemnification by non-State Agencies: The Grantee agrees that it shall be solely responsible for and shall defend, indemnify, keep, save, and hold the State of New Jersey harmless from all claims, loss, liability, expense, or damage resulting from all mental or physical injuries or disabilities, including death, to its employees or recipients of the Grantee's services or to any other persons, or from any damage to any property sustained in connection with the delivery of the Grantee's services that results from any acts or omissions, including negligence or malpractice of any of its officers, directors, employees, agents, servants or independent contractors, or from the Grantee's failure to provide for the safety and protection of its employees, whether or not due to negligence, fault, or default of the Grantee. The Grantee's responsibility shall also include all legal fees and costs that may arise from these actions. The Grantee's liability under this agreement shall continue after the

termination of this agreement with respect to any liability, loss, expense, or damage resulting from acts occurring prior to termination.

12. **Release by State Agencies:** The Grantee agrees that it shall be responsible for, at its own expense defend itself against, and hereby releases the L&PS for any and all suits, claims losses, demands, expenses, or damages of whatsoever kind or nature, arising out of or in connection with any act or omission of the Grantee and its employees, representatives, agents, independent contractors or invitees, related to this grant agreement.
13. **Anti-Discrimination/Affirmative Action:** The Grantee assures that it will comply, and all of its contractors will comply with the requirements of the State's anti-discrimination and affirmative action laws and regulations, including N.J.A.C. 17:27, applicable provisions of N.J.S.A. 10:5-1, et al., as amended, and all implementing regulations. Failure to comply with these laws, rules, regulations, and State Circular Letters will be grounds for termination of this award.
14. **Debarments and Suspensions:** The Grantee understands and agrees to comply with State Executive Order No. 34 (March 17, 1976), and State Circular Letter regarding Debarments, Suspensions & Disqualifications, OMB 93-13-GSA. Grantee will not conduct business with ineligible firms or individuals who are considered debarred, suspended or disqualified.
15. **High Risk Grantees:** Grantee understands and agrees that through an assessment process, it may be determined High-Risk. High-Risk grantees require special conditions to the award and enhanced monitoring throughout the performance period to ensure proper stewardship of grant funding. Special Conditions may include:
 - a. Payment on a reimbursement only basis.
 - b. Modifying the payment structure and/or frequency of reporting.
 - c. Requiring additional, more detailed financial reports.
 - d. Requiring monthly meetings with Recipient, Grant Analyst, and designated Department staff.
 - e. Requiring additional project monitoring.
 - f. Requiring the Recipient to obtain technical or management assistance.
 - g. Establishing additional prior approvals.
 - h. Withholding authority to proceed with specific grant activities until receipt or evidence of acceptable performance within a given funding period.
 - i. Wholly or partly suspending or terminating the current award for the Recipient's program.
 - j. Withholding further and future awards to the Recipient.
 - k. Any other conditions or establishing correction action plans as relevant to the significant developments that negatively affect the award.

16. Non-profit status: Non-profit entities, as a recipient at any level, must maintain their 501(c)3 non-profit status to be eligible to participate and receive payments under this grant program. If an entity loses its non-profit status during the course of the program, L&PS may, pursuant to this condition, suspend or terminate the award for failing to comply with the award condition.
17. Any entity that is required to register with the New Jersey Division of Consumer Affairs in accordance with N.J.S.A. 45:17A-18, et al., certifies through acceptance of this condition that it has properly done so and that it is in compliance with those provisions and related regulations. Upon request from the Department of Law and Public Safety, such entity shall provide proof of registration and compliance. Any entity's failure to properly register or to maintain compliance, or a failure to provide proof of registration or compliance upon request, constitutes a material breach of this condition. Any entity that is not registered with the New Jersey Division of Consumer Affairs in accordance with N.J.S.A. 45:17A-18, et al., or that is not in compliance with any of those provisions or any related regulation, certifies through acceptance of this condition that it is not required to be registered or be in such compliance.
18. Licensing: It is the Grantee's responsibility to verify that all organizations, entities, and individual persons included in grant budgets are appropriately licensed, registered, and in good standing with all applicable authorities, which may include but is not limited to the State of New Jersey and its Divisions, and the Internal Revenue Service (IRS). Approval of such line items in the grant budget does not confirm that these organizations, entities, and individual persons have been confirmed to be registered, licensed and/or in good standing.
19. Employee/Consultant Classification: The Grantee understands and agrees that the determination of classifying persons working on grant funded projects as employees or consultants is the sole responsibility of the Grantee. Approval of such line items in the grant budget does not confirm that these classifications are appropriate.
20. Minimum Wage/Maximum Hours: The Grantee agrees to comply with the minimum wage and maximum hours provision of the Federal Fair Labor Standards Act, 29 U.S.C. § 201 et seq., and the New Jersey Prevailing Wage Act, N.J.S.A. 34:11-56.25 et seq.
21. Financial Management System: The Grantee agrees to maintain an adequate financial management system in accordance with generally accepted principles of accounting. The Grantee shall maintain accurate and current financial reports, accounting records, internal controls, budget controls, and cash management procedures for receiving, holding and expending grant funds. The Grantee shall maintain accurate and complete disclosure of financial results of each grant in the Detailed Cost Statements (DCS), have procedures to determine allowable costs, and provide source documentation for financial records.

22. **Accounting Records:** The Grantee agrees to enter, maintain and record all grant funds received by the State for this program in accounting records separate from all other fund accounts, including funds derived from other grant awards. Disbursed grant funds shall be available for expenditure by the Grantee in accordance with the provisions of the grant throughout the project period subject to such conditions as DOA may prescribe.
23. **Allowable Costs:** The Grantee agrees that grant funds will be used only for allowable costs as determined by applicable cost principles specific to the Grantee located at State Circular, Grant Agreements-Agency Contracts, Allowable Costs, 07-05-OMB.
24. **Project Period:** The Grantee agrees that costs incurred outside the project period (before or after) are not allowable. Services provided by staff and/or contractors and all programmatic activities/events must occur on or before the last day of the project period to be eligible for reimbursement. Additionally, all supplies and equipment must be received on or before the last day of the project period, for use during the project period, to be eligible for reimbursement.
25. **Subcontracts and Assignments:** The Grantee agrees that it shall not subcontract any of the work or services covered by this grant, nor shall any interest be assigned or transferred except as may be provided for in this grant or with the express written approval. No rights or obligations of the Grantee under this subgrant, in whole or part, may be assigned or subcontracted to another entity for any reason without the prior written approval. The Grantee may not transfer any rights or obligations under this grant pursuant to an acquisition, affiliation, consolidation, merger or other synergy with another entity.
26. **Subawards:** If the application includes a subaward(s) to assist in providing services outlined in the scope of work, the Grantees understands and agrees that the proposed subrecipient(s) must meet the same eligibility criteria to receive funds that are imposed upon your agency and stated in the NOAF. During the award process, special conditions will be added to acknowledge compliance with the requirements of a pass-through agency for engaging services of a subrecipient agency. The special conditions will also specify the pass-through agency's requirements for issuing a subaward and monitoring a subrecipient agency.
27. **Budget:** The Grantee understands and agrees that all staff, volunteers, and/or consultants contributing to the grant project must be identified in the approved budget.
28. **Advances of State Grants:** If applicable, the Grantee agrees that it will deposit advances of State grants in interest bearing accounts.
29. **Program Income:** The Grantee agrees that all income earned by the Grantee from grant- supported activities is deemed program income. The Grantee agrees to add program income to funds committed to the program to further eligible program

objectives. The use of program income must be shown on the detailed cost statements.

State Circular, Grant Agreements-Agency Contracts, 07-05-OMB, defines program income to include any interest earned of \$250 or more in a fiscal year on advances of grant funds.

30. **Data Collection and Reporting Requirements:** The Grantee agrees to provide information required for any reporting, data collection, and evaluation conducted by L&PS, DOA and/or the State of New Jersey. The Grantee also agrees that it will submit timely reports, including programmatic and financial reports, as required. If reports are not submitted as required, L&PS may, at its discretion, suspend payments on this grant. The State of New Jersey may, at its discretion, withhold payments to the Grantee on this or any grant with other State agencies until the required reports have been submitted.
31. **Financial and Performance Reporting:** The Grantee agrees to file timely Detailed Cost Statements (DCS); payment vouchers; and narrative/statistical reports within fifteen (15) days after the end of each reporting period, quarterly or monthly as specified. *The Grantee understands that payments will not be made if corresponding narrative/statistical reports are not filed with financial reports and agrees that failure to comply with these filing deadlines may result in a reduction or total loss of the Grantee's award. L&PS may, at its discretion, terminate this or any other grant awards for delinquent reporting.*
32. **Certain Travel Costs:** The Grantee understands and agrees that travel costs excluded under the current State Travel Regulations 20-04-OMB, are unallowable. No overnight travel or meal allowance if travel is within the State (<http://www.state.nj.us/infobank/circular/circindx.htm>). Lodging costs in excess of Federal per diem rate are not allowable. (<http://www.gsa.gov>).
33. **Travel/Training:** The Grantee agrees to submit a written request and receive written approval before expending any grant funds allocated for training and/or travel (other than that which had been specifically listed, described and cost figures provided for in the approved grant award.) A Grantee's use of any grant funds for allowable travel is restricted by the current State Travel regulations, State Circular 16-11-OMB.
34. **Time and Attendance Records:** The Grantee understands and agrees that it must maintain a timekeeping system which provides, at a minimum, records for all personnel charged to the grant as follows: positions (filled with grant funds); rank/title; employee's name; date hired; annual salary; total daily hours worked; total daily hours on grant funded activities; and the signatures of the employee and supervisor. Daily time reported must be recorded in increments of 15 minutes (.25).
35. **Purchase of Equipment, Consumable Supplies, and Services:** The Grantee agrees that all equipment, consumable supplies, and services purchased or leased with grant funds will be acquired by following standard county and local

bidding/procurement procedures, including P.L. 2004, c. 19 (N.J.S.A. 19:44A-20.4 and N.J.S.A. 19:44A- 20.5) or state bidding/procurement procedures, including P.L. 2005, c. 51 (N.J.S.A. 19:44A-20.13), when applicable. The Grantee agrees that all equipment purchased under the subaward will be tagged and properly inventoried to reflect use of federal or State funds, as applicable. The Grantee agrees to maintain an inventory list on all consumable supplies purchased with grant funds in the official grant file.

36. Approval for "To Be Determined" budget provisions: The Grantee agrees that it shall submit to L&PS for approval upon hiring of any and all staff positions, consultants, contracts, subgrants, travel, trainings, and/or events that were identified as "To Be Determined" during the application process. If the Grantee fails to submit for, or receive, prior approval for budget line items that were identified as "To Be Determined" then the Grantee may not be eligible for reimbursement of the related costs incurred by the Grantee.
37. Budget Revisions: The Grantee agrees to request, and receive approval for, any Budget Revisions prior to implementation as follows:
 - a. Deviations in excess of 1% from the approved budget require prior approval via Grant Adjustment Request Form. Grantee should be aware that approved budget revisions may result in the imposition of additional special conditions.
 - b. Any budget revisions in which funds are moving between categories require prior approval via a Grant Adjustment Request Form.
 - c. L&PS may request changes in the scope of services of the Grantee to be performed hereunder. Such changes, which are mutually agreed upon by and between L&PS and the Grantee must be incorporated in written amendments to this grant.
 - d. If the Grantee is making program expenditures or providing grant services at a rate which, in the judgment of L&PS, will result in substantial failure to expend the grant amount or provide grant services, L&PS may so notify the Grantee. If, after consultation, the Grantee is unable to develop to the satisfaction of L&PS a plan to rectify its low level of program expenditures or grant services, L&PS may upon thirty (30) days notice to the Grantee, reduce the grant amount by a sum so that the revised grant amount fairly projects program expenditures over the grant period. This reduction shall take into account the Grantee's fixed costs and shall establish the committed level of services for each program element of grant services at the reduced grant amount. If such a determination is made by L&PS subsequent to the awarding of the grant and the funds have already been received by the Grantee, the reduced amount will be remitted to L&PS.
 - e. The Grantee agrees that should circumstances affecting the grant-funded project change it will immediately contact L&PS in writing and advise of such changes; and prior to expending any grant funds other than as contained on the approved budget, it will request and receive prior written approval via a Grant Adjustment Request Form.

- f. Budget modification requests must be submitted no less than 30 days prior to the end of the grant period.
- 38. Grant Extensions: If allowable under the grant program, the Grantee agrees to request, and receive approval for, a grant extension no less than 30 days prior to the end of the grant period.
- 39. Agency Policies: The Grantee agrees that, as applicable to the approved budget, agency policies must be maintained in the official grant file or submitted upon request. These may include but are not limited to indirect cost rate, fringe benefits, paid time off, etc.
- 40. Licensing and Publishing: The Grantee agrees that L&PS reserves a royalty-free, non-exclusive and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use: the copyright in any work developed from activities supported by this grant, and any rights of copyright to which a grantee purchases ownership with support. The Grantee agrees that L&PS reserves the right to require the Grantee not to publish any work, which right shall not be exercised unreasonably. The Grantee assures that any publication by the Grantee shall include, on the title page, a standard disclaimer of responsibility by L&PS for any opinions or conclusions contained therein.
- 41. Office of the Attorney General (OAG) Communications Office Approval
 - a. Publications and Reports: The Grantee shall notify and must receive approval from the OAG Communications Office prior to publishing evaluation reports or releasing any other publication of materials developed as a result of or related to the grant funded program. This includes any such materials that contain reference to OAG or the Department of Law and Public Safety, its Divisions and Offices, and/or use of any OAG or Department logos.
 - b. Press and Media: Any press or media contact in relations to this grant must be coordinated with the OAG Communications Office at least three weeks in advance. The Grantee agrees to acknowledge in any media related interviews or coverage that funding is administered by the NJ Department of Law and Public Safety,
 - c. Events: The Grantee shall notify and must receive approval from the OAG Communications Office prior to promoting and/or holding any grant funded event in which the event includes any such materials that contain reference to OAG or the Department of Law and Public Safety, its Divisions and Offices, and/or use of any OAG or Department logos.
 - d. Promotional Materials: If the grant program allows for the purchase promotional materials and is in the Grantee's approved project budget, all such promotional materials must include the grant funded program's name and contact information. If this includes any such materials that contain reference

to OAG or the Department of Law and Public Safety, its Divisions and Offices, and/or use of any OAG or Department logos, the Grantee shall notify and must receive approval from the OAG Communications Office prior to ordering, purchasing, and distributing promotional materials purchased with grant funding

42. **Audit Requirements:** The Grantee agrees to comply with the organizational audit requirements of 2 C.F.R. Part 200.500, et seq., the Government Accountability Office's Government Auditing Standards (Yellow Book), and the State Circular, Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid Payments, 25-12-OMB.

The Grantee understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) are not satisfactorily and promptly addressed. The Grantee must submit to L&PS any copies of any exceptions and/or findings regarding this project as a result of a single audit. The Grantee immediately will report to L&PS any changes in its fiscal year.

43. **Access to Records:** The Grantee agrees to give L&PS through any authorized representative, access to and the right to examine all paper and electronic records, books, papers, and documents related to the grant including pertinent accounting records, books, documents, bank statements, and papers as may be necessary to monitor and audit the Grantee's operations. L&PS reserves the right to have access to all work papers produced in connection with audits made by the Grantee or independent certified public accountants, registered municipal accountants or licensed public accountants hired by the Grantee to perform such audits.
44. **Records Retention:** Unless otherwise directed by L&PS, State or Federal statute, the Grantee understands and agrees that all grant records shall be retained for a period of seven years. This period is extended until otherwise directed if there is any litigation, claim, negotiation, action, or audit in progress and/or audit finding involving grant records started before the end of the seven-year period.
45. **Failure to Comply with Award Conditions:** If the Grantee materially fails to comply with the terms of an award, whether stated in a State or Federal statute or regulation, an assurance, general condition, special condition, in a State plan or application, a notice of award, or elsewhere, the Grantee agrees that L&PS may take one or more of the following actions, as appropriate in the circumstances:
- a. Temporarily withhold payments pending correction of the deficiency by the Grantee or take more severe enforcement action.
 - b. Disallow all or part of the cost of the activity or action not in compliance.
 - c. Wholly or partly suspend or terminate the current award for the Grantee's program.
 - d. Withhold further awards for the program.

- e. Request the balance of grant funds to be returned and/or seek reimbursement for funds expended that were not in compliance with the terms and conditions of the grant agreement.
 - f. Take other remedies that may be legally available.
46. Grant Termination: When the Grantee has failed to comply with grant award requirements, stipulations, standards, or conditions, the Grantee agrees that L&PS may suspend the grant and withhold further payments; prohibit the Grantee from incurring additional obligations of grant funds pending corrective action by the Grantee; or decide to terminate the grant in accordance with the below paragraph. L&PS shall allow all necessary and proper costs, which the Grantee could not reasonably avoid during the period of suspension, provided they meet State requirements.
47. L&PS Termination of the Grant: The Grantee agrees that L&PS may terminate the grant in whole or in part whenever it is determined that the Grantee has failed to comply with the conditions of the grant. L&PS shall notify the Grantee in writing of the determination and the reasons for the termination together with the effective date. Payments made to the Grantee or recoveries by L&PS under the grant terminated for cause shall be in accord with the legal right and liability of the parties.
48. Mutual Termination of the Grant: L&PS and the Grantee may terminate the grant in whole, or in part, when both parties agree that the continuation of the project would not produce beneficial results commensurate with the further expenditure of funds. The two parties shall agree upon the termination conditions, including the effective date and in case of partial terminations, the portion to be terminated. The Grantee shall not incur new obligations for the terminated portion after the effective date and shall cancel as many outstanding obligations as possible.
49. Grant Termination for Convenience: L&PS may terminate this grant for convenience, upon 60 days written advance notice to the Grantee, for any reason whatsoever, including lack of funding available to L&PS. Upon receipt of a notice of termination for convenience, the Grantee shall cease incurring additional obligations of grant funds. However, L&PS shall allow the Grantee to incur all necessary and proper costs which the Grantee cannot reasonably avoid during the termination process, as long as these costs comply with all program requirements.
50. Grant Termination - Notification and Due Process: If the grant award is terminated for the Grantee's failure to comply with State or Federal statutes, regulations, or terms and conditions of the grant, L&PS will provide notification to the Grantee, including information that the decision may be considered in evaluating future applications.

In taking an enforcement action, L&PS may provide the Grantee an opportunity for such hearing, appeal, or other administrative proceeding to which the Grantee is entitled under any statute or regulation applicable to the action involved.

CERTIFICATION

I certify that the programs proposed in this application meet all the requirements of the Safe and Secure Communities Grant Program _____; that all the information presented is correct; and that the applicant will comply with the provisions of this grant program and all other applicable Federal and State laws, regulations, and guidelines.

Township of Vernon _____

Grant # 26-1922 _____

Grantee

Anthony Rossi, Mayor _____

Printed Name

(Board President, Chief Executive or Authorized Official)

Signature

Date

(Board President, Chief Executive or Authorized Official)

STATE OF NEW JERSEY
DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF ADMINISTRATION

SAFE AND SECURE COMMUNITIES
GRANT PROGRAM



CONSOLIDATED APPLICATION
AND
AWARD DOCUMENTS
TO BE COMPLETED AND RETURNED

JANUARY 2026

STATE OF NEW JERSEY
DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF ADMINISTRATION

SAFE AND SECURE COMMUNITIES GRANT PROGRAM

CONSOLIDATED APPLICATION AND AWARD PACKAGE CHECKLIST

GRANTEE: _____

INSTRUCTIONS: The Consolidated Application and Award Documents Checklist is a guide for filing all required documents, at one time, to streamline processing of a fully-executed award. Return 1 copy of the Consolidated Application and Award package via e-mail to grants@njoag.gov.

APPLICATION:

PART I

- ☐ Applicant Information Form
- ☐ Application Authorization (Signed by Mayor and Project Director)
- ☐ Program Application Narrative (Provided by Applicant)
- ☐ Project Budget Detail Form

AWARD DOCUMENTS:

PART II

- ☐ Award Contract
- ☐ Governing Body Resolution & Certification [see Resolution and Certification Checklist for specific information requirements]
- ☐ General and Special Conditions
- ☐ State Single Audit Requirements & Certification
- ☐ Federal Single Audit Certification
- ☐ High-Risk Disclosure Form

NOTE: ALL OF THE ABOVE ITEMS ARE REQUIREMENTS AND PROCESSING WILL NOT OCCUR WITHOUT ALL DOCUMENTATION.

APPLICATION AUTHORIZATION

Authorization of the municipality to submit an application to and enter into an agreement with the Department of Law and Public Safety, Division of Administration, to participate in the State's Safe and Secure Communities Program at an estimated total project cost of \$ \$45,150.00.

On behalf of the unit of government, the undersigned certifies and agrees that:

The Project Director reviewed the contents of the application, it is accurate, and certifies that the factual statements and data set forth in the application and attachments are true to the best of his or her knowledge and belief.

The Project Director has reviewed and is familiar with all statutory and regulatory requirements regarding the use of the funds being provided to undertake grant programs and activities; has sought and obtained legal advice from the Applicant's legal counsel as considered appropriate or necessary, and shall be responsible for undertaking the programs and activities described in the application.

As the duly authorized representative of the Applicant, I ensure that the Applicant, if successful, shall use these grant funds to carry out the project and activities specifically described in the application.

As the duly authorized representative of the Applicant, I am responsible for authorizing expenditures and disbursements of grant funds.

As the duly authorized representative of the Applicant, I ensure that the Applicant, if successful, shall comply with any and all Federal, State, municipal, statute, regulation, circular, policy or code regarding the use of these funds.

All grant funds shall be used exclusively for the purposes specified in the grant award.

The Applicant shall not reduce its baseline regular complement of police officers and other law enforcement personnel during the grant period.

The Applicant shall pay all fringe benefit expenses and all costs in excess of the grant award.

The Applicant shall comply with all conditions applicable to grants awarded pursuant the Safe and Secure Communities Act, N.J.S.A. 52:17B-159 et seq. and regulations, N.J.A.C. 13:79-1 et seq.

As of the date of this document, the Applicant municipal police department's number of regular, sworn, appointed municipal officers, who have the full power to arrest and who regularly exercise police powers regarding the enforcement of the general criminal and motor vehicle laws of this State, is as follows:

33 **Police Officers** 0

Other Law Enforcement Personnel (non-police employees who enhance a project's law enforcement capacity)

This application consists of the following attachments in addition to this form:

1. Applicant Information Form
2. Application Authorization Form
3. Program Application Narrative
4. Budget Detail Form
5. Award Contract
6. Governing Body Resolution and Certifications
7. General and Special Conditions
8. State Single Audit Requirements & Certification
9. Federal Single Audit Certification
10. High-Risk Disclosure Form

I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment pursuant to N.J.S.A. 2C:28-3.

Township of Vernon

Applicant Municipality

Grant # 26- 1922

Anthony Rossi, Mayor

Printed Name

(Mayor, Chief Executive or Village President)

Signature

(Mayor, Chief Executive or Village President)

Date

Sgt Ronald Koumaras

Printed Name of Project Director



Signature of Project Director

2/3/26

Date

**SAFE AND SECURE COMMUNITIES GRANT PROGRAM
PROGRAM APPLICATION NARRATIVE**

APPLICANT: Township of Vernon

GRANT NUMBER: 26-1922

PROJECT DURATION: 2/7/2026 to 2/6/2027

Total Number of Sworn Law Enforcement Officers: 33

Number of Officers funded by the grant: 1

Number of Civilians funded by the grant: 0

GOAL OF THE SAFE AND SECURE COMMUNITIES PROGRAM:

The Safe and Secure Communities Program is designed to provide municipalities with funding for additional law enforcement personnel to address crime in a focused community-oriented manner.

1. To what specific target areas and/or specific assignments will the Safe and Secure funded officers be assigned:

Safe and Secure-funded officers will be specifically assigned to schools and youth-focused initiatives. These officers will serve as School Resource Officers (SROs) and youth engagement officers in elementary, middle, and high schools identified as high-need. Their primary assignments will include maintaining a safe school environment, preventing violence, bullying, and substance abuse, and building positive relationships between students and law enforcement. In addition to on-campus duties, funded officers will support after-school programs, youth mentorship initiatives, and school-based violence prevention efforts. They will collaborate closely with school administrators, counselors, and community partners to identify at-risk youth, provide early intervention, and connect students and families with appropriate resources. The overall goal of these assignments is to enhance school safety while promoting positive youth development and long-term crime prevention.

2. List SPECIFIC problems and proposed strategies that the Safe and Secure Communities Grant funded officers will employ to reduce crime:

Safe and Secure Communities Grant-funded officer will address key school and youth-related crime issues through targeted prevention and engagement strategies. The officer assigned as School Resource Officers will focus on reducing school violence, bullying, substance abuse, truancy, through proactive presence, early intervention, and mentorship. They will support and deliver youth-focused prevention programs including Share the Keys (to promote safe driving behaviors), the Junior Police Academy (to build positive relationships, leadership skills, and respect for the law), and the LEAD Program (Law Enforcement Against Drugs) to prevent substance abuse and risky behaviors. Officers will also collaborate with school administrators, counselors, families, and community partners to address mental health concerns, provide de-escalation support, and connect at-risk youth with positive alternatives, creating a safer and more supportive school environment.

3. (If applicable) To what specific assignments will the Safe and Secure funded civilian personnel be assigned:

N/A

Applicant:	Township of Vernon
Grant #:	2026-1922

BUDGET DETAIL FORM

A. Salaries and Wages					
Full Name	Rank/Title	Yearly Salary	State Share	Local Match	Project Total
Nicholas Palmisano	Corporal	139,402	45,150	94,252	139,402

B. Fringe Benefits					
Full Name	Percentage rate	Yearly Salary	State Share	Local Match	Project Total
Cpl Nicholas Palmisano	12.8 %				
Medical				716	716
Workers Comp				6,468	6,468
FICA				10,664	10,664

(pull down amounts from section A and B)	TOTALS	45,150	112,100	\$157,250
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**NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF ADMINISTRATION**

HIGH-RISK ENTITY APPLICANT DISCLOSURE AND JUSTIFICATION FORM

Applicant Entity: Township of Vernon

Unique Entity Identifier (UEI) or Federal ID Number (EIN): 22-6002358

The State of New Jersey, Department of Law and Public Safety (LPS), Division of Administration requires that all entities must submit this completed form with their application when applying for grant funding.

The information provided, among other pertinent information, will be used by LPS to determine whether it will consider or select the application for an award. LPS may remove from consideration or not select for award an LPS high-risk grantee applicant that is determined to pose a substantial risk of not meeting program goals or for other material compliance matters. In making such determinations, LPS will consider one or more of the following factors: the applicant's lack of sufficient progress in addressing required corrective actions necessary for removal of the LPS high-risk grantee designation; the nature and severity of the issues leading to or accompanying the applicant's LPS high-risk grantee designation; or the applicant's expected ability to manage grant funds and achieve grant goals and objectives.

☒ Check here if your entity is NOT currently designated High-Risk by LPS and skip to completing the certification below.

☐ Check here if your entity is currently designated High-Risk by LPS and complete all the following sections.

Instructions:

Use this form to describe any corrective actions taken, or actions planned to be implemented (as of the application date) that demonstrate how the applicant has addressed or mitigated identified risk factors. Your response should demonstrate how these actions reduce or eliminate any potential negative impact on the proposed program and its implementation.

Date designated High Risk: _____

From your High-Risk designation letter, list the factors identified in the determination of High-Risk.

HIGH-RISK ENTITY APPLICANT DISCLOSURE AND JUSTIFICATION FORM (Page 2 of 2)

Specify the corrective action that has been taken for each factor listed above.

For each factor that has not been corrected, discuss the plan to address each, as applicable, and include a projected implementation date.

☐ Check here if additional attachments are included to supplement this form.

CERTIFICATION

By signing below, I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate.

Printed Name of Authorized Official or designee: Ronald Koumaras

Title: Sergeant

Signature: _____

Date: _____

2/3/26



11/14/25

**NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF ADMINISTRATION**

NEW JERSEY STATE SINGLE AUDIT REQUIREMENTS & CERTIFICATION

Applicant Entity: Township of Vernon

Unique Entity Identifier (UEI) or Federal ID Number (EIN): 22-6002358

Total amount of funds expended from all entities (including the Department of Law & Public Safety) during your last fiscal year: Federal Amount \$ 96,141.73 State Amount \$ 213,628.72

Applicant's most recently closed fiscal year end date, Month: December Day: 31 Year: 2025

The State of New Jersey, Department of Law and Public Safety, Division of Administration requires that all grant applicants complete this State Single Audit Requirement Certification.

Applicant entities must comply with the following State audit requirements outlined in OMB Circular 25-12-OMB (available at <https://www.nj.gov/infobank/circular/cir25-12-OMB.pdf>):

- An entity that expends \$1,000,000 or more in federal financial assistance or \$1,000,000 or more in state financial assistance within its fiscal year must have a single or program-specific audit performed for that year.
- An entity that expends less than \$1,000,000 in federal or state financial assistance within its fiscal year but, expends \$350,000 or more in state and/or federal financial assistance (combined amount) within its fiscal year, must have either a financial statement audit performed in accordance with Government Auditing Standards (Yellow Book) or a program-specific audit performed for that year.

Instructions: Please have your Chief Financial Officer or designee complete this form. Check the applicable box below and complete and sign the certification.

I understand and acknowledge the above State audit requirements and:

- ☐ My organization or jurisdiction was subject to the State audit requirements for my organization or jurisdiction's most recently closed fiscal year.¹
- ☒ My organization or jurisdiction did not expend \$350,000 or more in state and/or federal awards (combined amount); or
- ☐ My organization is exempt (please provide basis): _____

Printed Name of CFO or designee: Patricia Reiche

Title: CFO

Signature: Patricia Reiche Date: 2/3/26

¹ Audit reports are due 9 months after the end of the audit period, unless otherwise instructed pursuant to Circular 25-12-OMB.



11/14/25

**NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF ADMINISTRATION**

FEDERAL SINGLE AUDIT REQUIREMENTS & CERTIFICATION

Applicant Entity: Township of Vernon

Unique Entity Identifier (UEI) or Federal ID Number (EIN): 22-6002358

Total amount of funds expended from all entities (including the Department of Law & Public Safety) during your last fiscal year: Federal Amount \$ 96,141.73 State Amount \$ 213,628.72

Applicant's most recently closed fiscal year end date, Month: December **Day:** 31 **Year:** 2025

The State of New Jersey, Department of Law and Public Safety, Division of Administration requires that all grant applicants complete this Federal Single Audit Requirement Certification and, if subject to the federal single or program-specific audit requirements, submit proof of compliance from the Federal Audit Clearinghouse ("FAC") website.

An applicant entity that expends \$1,000,000 or more in Federal awards (from all sources including pass-through subawards) during its fiscal year must have a single or program-specific audit conducted for that year. See 2 C.F.R. 200, Subpart F, Audit Requirements.

Instructions: Please have your Chief Financial Officer or designee complete this form. Check the applicable box below and complete and sign the certification. If your organization or jurisdiction was subject to the federal single audit requirements for the current, or the immediately preceding, fiscal year,¹ you must attach proof of submission² of your audit reporting package to the FAC website. The FAC website can be found at: <https://www.fac.gov/>

I understand and acknowledge the above federal audit requirements and:

☐ My organization or jurisdiction was subject to the federal single or program-specific audit requirements for my organization or jurisdiction's most recently closed fiscal year. Proof of compliance from the FAC website is attached.

☒ My organization or jurisdiction did not expend \$1,000,000 or more of combined federal awards pursuant to CFR. 200 Subpart F §200.501 or

☐ My organization is exempt (provide basis): _____

Printed Name of CFO or designee: Patricia Reiche

Title: CFO

Signature: Patricia Reiche **Date:** 2/3/26

¹ Audit reports are due 30 days after receipt from the auditor or 9 months after the end of the fiscal year, whichever is sooner. For example, for fiscal years ending 12/31/2024, audits were due no later than 9/30/2025.

² See supplied instructions.



11/14/25