

Agenda
Borough of Matawan
Workshop Session
May 5, 2026
7:00 PM

1. **Executive Session** Resolution 26-05-01
2. **Opening Statement**
3. **Roll Call**
4. **Salute to the Flag**
5. **Moment of Silence**
6. **Privilege of the Floor for Agenda Items Only**
7. **2026 Budget**
 - Ordinance 26-11: Calendar Year 2026 – Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (NJSA 40A:4-45.14)
 - Resolution 26-05-02: Resolution to Read the Budget by Title Only at the Public Hearing
 - Public Hearing 2026 Budget
 - Resolution 26-05-03: Adoption of 2026 Budget
8. **New Business**
 - Resolution 26-05-04: Grant Agreement Between the Borough of Matawan and the State of New Jersey by and for the Department of Environmental Protection Grant Identifier: GC2024-00057-PO Governing Body Resolution – Green Communities Community Forest Management Plan Development (CFMP)
 - Resolution 26-05-05: Payment of Bills
9. **Privilege of the Floor**
10. **Adjourn**

RESOLUTION 26-05-01

EXECUTIVE SESSION RESOLUTION

WHEREAS, the Open Public Meetings Act, PL 1975, Chapter 231, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Governing Body wishes to discuss:

- Litigation

WHEREAS, minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

NOW, THEREFORE, BE IT RESOLVED that the public be excluded from this meeting.

CERTIFICATION OF RESOLUTION

I, Karen Wynne, Municipal Clerk of the Borough of Matawan, County of Monmouth, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Council of the Borough of Matawan on May 5, 2026.

IN WITNESS WHEREOF, I have hereunder set my hand and official seal of the Borough of Matawan this 5th day of May, 2026.

Karen Wynne, RMC
Municipal Clerk

ORDINANCE 26-11

**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)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the Mayor and Council of the Borough of Matawan in the County of Monmouth, finds it advisable and necessary to increase its CY 2026 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the Mayor and Council hereby determines that a 1.5% increase in the budget for said year, amounting to \$177,352.02 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS, the Mayor and Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Council of the Borough of Matawan, in the County of Monmouth, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2026 budget year, the final appropriations of the Borough of Matawan shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$413,821.37, and that the CY 2026 municipal budget for the Borough of Matawan be approved and adopted in accordance with this ordinance.

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction.

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Council Member	Motion	Second	Ayes	Nays	Abstain	Absent
Daniel DeZaio						
Arlan J. Feiles						
Deana Gunn						
Suzanne Reynolds						
Charles Ross						
Megan Taraszkievicz						

Introduced: April 7, 2026
Passed: April 7, 2026
Adopted:

Honorable Joseph Altomonte, Mayor

CERTIFICATION OF ORDINANCE ADOPTION

I, Karen Wynne, Municipal Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of an Ordinance adopted by the Council of the Borough of Matawan on _____, 2026.

IN WITNESS WHEREOF, I have hereunder set my hand and seal of the Borough of Matawan this ____ day of _____, 2026.

Karen Wynne, RMC
Municipal Clerk

RESOLUTION 26-05-02

**RESOLUTION TO READ THE BUDGET BY
TITLE ONLY AT THE PUBLIC HEARING**

WHEREAS, NJSA 40A:4-8 provides that the budget be read by title only at the time of the public hearing if a resolution is passed by not less than a majority of the full Governing Body, providing that at least one week prior to the date of hearing, a complete copy of the approved budget as advertised has been posted in the Borough Hall for public inspection, posted on the Borough's website, and copies have been made available by the Clerk to persons requiring them; and

WHEREAS, these conditions have been met.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Matawan does hereby adoption of this Resolution confirming the 2026 budget of the Borough of Matawan shall be read by title only.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance as well as the Borough Auditor.

CERTIFICATION OF RESOLUTION

I, Karen Wynne, Municipal Clerk of the Borough of Matawan, County of Monmouth, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Council of the Borough of Matawan on May 5, 2026.

IN WITNESS WHEREOF, I have hereunder set my hand and official seal of the Borough of Matawan this 5th day of May, 2026.

Karen Wynne, RMC
Municipal Clerk

RESOLUTION 26-05-03
ADOPTION OF 2026 BUDGET

BE IT RESOLVED by the Governing Body of the Borough of Matawan, County of Monmouth that the budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of:

- (a) \$11,947,806.76 (Item 2 below) for municipal purposes, and
- (b) \$0.00 (Item 3 below) for school purposes in Type I School Districts only (NJS 18A:9-2) to be raised by taxation and,
- (c) \$0.00 (Item 4 below) to be added to the certificate of amount to be raised by taxation for local school purposes in Type II School Districts only (NJS 18A:9-3) and certification to the County Board of Taxation of the following summary of general revenues and appropriations.
- (d) \$0.00 (Sheet 43) Open Space, Recreation, Farmland and Historic Preservation Trust Fund Levy
- (e) \$0.00 (Sheet 44) Arts and Culture Trust Fund Levy
- (f) \$592,181.61 (Sheet 11) Minimum Library Levy (RS 40:54-8 et seq.)

Councilperson _____ made the motion, seconded by Councilperson _____.

RECORDED VOTE
(insert last name)

Ayes:

Abstained:

Nays:

Absent:

SUMMARY OF REVENUES

1. General Revenues			
Surplus Anticipated	08-100	\$2,000,000.00	
Miscellaneous Revenues Anticipated	13-099	\$2,487,942.28	
Receipts from Delinquent Taxes	15-499	\$175,000.00	
2. AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSES (Item 6(a), Sheet 11)	07-190	\$11,947,806.76	
3. AMOUNT TO BE RAISED BY TAXATION FOR <u>SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY:</u>			
Item 6(b), sheet 11 (NJS 40A:4-14)	07-191	\$0.00	
Total Amount to be Raised by Taxation for Schools			\$0.00
4. To Be Added TO THE CERTIFICATE FOR AMOUNT TO BE RAISED BY TAXATION FOR <u>SCHOOLS IN TYPE II SCHOOL DISTRICTS ONLY:</u>			
Item 6(b), Sheet 11 (NJS 40A:4-14)	07-191	\$0.00	
5. AMOUNT TO BE RAISED BY TAXATION MINIMUM LIBRARY LEVY	07-192	\$592,181.61	
Total Revenues	13-299	\$17,202,930.65	

Borough of Matawan, Monmouth County – 2026 Budget

Borough of Matawan, Monmouth County – 2026 Budget

2026 SUMMARY OF APPROPRIATIONS

5. GENERAL APPROPRIATIONS		xxxxxxx xxxxxxxxxxxx.xx
Within "CAPS"		xxxxxxx xxxxxxxxxxxx.xx
(a&b) Operations Including Contingent	34-201	\$10,935,254.02
(e) Deferred Charges and Statutory Expenditures - Municipal	34-209	\$1,331,559.40
(g) Cash Deficit of Preceding Year	46-885	\$0.00
Excluded from "CAPS"		xxxxxxx xxxxxxxxxxxx.xx
(a) Operations - Total Operations Excluded from "CAPS"	34-305	\$1,183,117.23
(c) Capital Improvements	44-999	\$150,000.00
(d) Municipal Debt Service	45-999	\$2,903,000.00
(e) Deferred Charges - Municipal	46-999	\$0.00
(f) Judgements	37-480	\$0.00
(n) Transferred to Board of Education for Use of Local Schools (NJS 40:48-17.1 & 17.3)	29-405	\$0.00
(g) Cash Deficit of Preceding Year	46-885	\$0.00
(k) For Local District School Purposes	29-410	\$0.00
(m) Reserve for Uncollected Taxes (include Other Reserves if Any)	50-899	\$700,000.00
Total Appropriations	34-499	\$17,202,930.65

It is hereby certified that the within budget is a true copy of the budget finally adopted by resolution of the Governing Body on the 5th day of May, 2026. It is further certified that each item of revenue and appropriation is set forth in the same amount and by the same title as appeared in the 2026 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services.

Certified by me this 5th day of May, 2026, _____ Borough Clerk.
Karen Wynne, RMC

RESOLUTION 26-05-04

**GRANT AGREEMENT BETWEEN THE BOROUGH OF MATAWAN AND
THE STATE OF NEW JERSEY BY AND FOR THE
DEPARTMENT OF ENVIRONMENTAL PROTECTION**

GRANT IDENTIFIER: GC2024-00057-PO

GOVERNING BODY RESOLUTION

**GREEN COMMUNITIES
COMMUNITY FOREST MANAGEMENT PLAN DEVELOPMENT
(CFMP)**

WHEREAS, the Governing Body of the Borough of Matawan desires to further the public interest by obtaining a grant from the State of New Jersey in the amount of approximately \$5,000.00 to fund the following project: Green Communities Community Forest Management Plan Development (CFMP).

NOW, THEREFORE, BE IT RESOLVED, the Governing Body of the Borough of Matawan resolves that Ryan L. Michelson or the successor of the office of Business Administrator is authorized (a) to make application for such a grant, (b) if awarded, to execute a grant agreement with the State for a grant in an amount not less than \$0.00 and not more than \$5,000.00, and (c) to execute any amendments thereto.

The Borough of Matawan Council authorizes and hereby agrees to match 20% of the Total Project Amount, in compliance with the match requirements of the agreement. The availability of the match for such purposes, whether cash, services, or property, is hereby certified. Up to 100% of the match will be made up of in-kind services (if allowed by grant program requirements and the agreement).

The Grantee agrees to comply with all applicable Federal, State and municipal laws, rules, and regulations in its performance pursuant to the agreement.

Council Member	Motion	Second	Ayes	Nays	Abstain	Absent
Daniel DeZaio						
Arlan J. Feiles						
Deana Gunn						
Suzanne Reynolds						
Charles Ross						
Megan Taraszkiewicz						

*The portion of this form between the asterisks should only be completed if matching funds are required under the terms of the agreement. Where in-kind services are allowed and are stipulated by the Grantee, an attachment must be provided and appended hereto, breaking out the in-kind services.

CERTIFICATION OF RESOLUTION

I, Karen Wynne, Municipal Clerk of the Borough of Matawan, County of Monmouth, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Council of the Borough of Matawan on May 5, 2026.

IN WITNESS WHEREOF, I have hereunder set my hand and official seal of the Borough of Matawan this 5th day of May, 2026.

Karen Wynne, RMC
Municipal Clerk

RESOLUTION 26-05-05

PAYMENT OF BILLS

BE IT RESOLVED by the Mayor and Council of the Borough of Matawan, New Jersey. That the following numbered vouchers be paid to the persons therein respectively and hereinafter named, for the amounts set opposite their respective names, and endorsed and approved on said vouchers and that warrants be issued therefore, directed to the Borough Collector signed by the Mayor and attested by the Borough Clerk as required by law.

Current	\$3,026,768.16
Water/Sewer	\$262,048.90
Borough Capital	\$311,801.32
Water Capital	\$116,515.44
Grant	\$7,035.17
Borough Trust	\$56,373.02
Developers Escrow Account	\$2,128.00
Recreation Trust	\$192.25
Unemployment	\$346.00
Total	\$3,783,208.26

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Finance.

CERTIFICATION OF RESOLUTION

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Karen Wynne, RMC
Municipal Clerk