



Township Council
1 Municipal Plaza
Bloomfield, NJ 07003

Louise M. Palagano
Municipal Clerk

<http://www.bloomfieldwpnj.com>

Meeting: 10/06/14 07:00 PM

2014 RESOLUTION POLICY

TOWNSHIP COUNCIL PROCEDURES

WHEREAS, the Mayor and Council of the Township of Bloomfield believe that it is appropriate and necessary that the Township formally memorialize by resolution policy and procedures that should be followed by the Mayor and Council.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Township of Bloomfield, County of Essex, State of New Jersey that the following policies and procedures should be followed by the Mayor and Council:

1. The Mayor and Council should refrain from placing new items of consideration on any regular meeting agenda until the matter first appears on a conference session agenda;
2. The Mayor and Council should refrain from placing on a regular meeting agenda or scheduling presentations to take place at any regular meeting because it is likely that the Council majority will not entertain any presentations during a regular meeting and all presentations should, to the extent possible, be placed on conference session agendas;
3. The Township Administrator is in charge of the day to day operations of the Township;
4. The Mayor and Council members should not directly communicate with Department Heads regarding their job, duties or work for any reason and all communications should be directed to the Township Administrator;
5. All items requested to be placed on the agenda for a conference or regular meeting by a Department Head or any other employee must first be approved by the Township Administrator or it shall not be placed on the agenda;
6. Before placing or approving anything for the agenda of a conference or regular meeting, the Township Administrator shall review the matter and ensure the he not

APPROVED AS TO FORM AND PROCEDURE
ON BASIS OF FACTS SET FORTH



Director of Law – Township Attorney

only recommends that the matter be presented to the Mayor and Council for consideration, but supporting documents are available for Council review;

7. No items for action shall be placed on the agenda for a conference or regular meeting by the Township Administrator unless the item is considered an emergency or there is a deadline that must be met and said deadline was not created by any employee's oversight or negligence;
8. The Township Administrator shall provide a detailed written explanation of why any item must be listed as an item for action as an attachment to the agenda for the Council's review;
9. The Clerk shall place any item requested by the Mayor or a Council member on any regular, conference or special meeting and the Council as a whole shall determine whether or not they will consider or act on the item;
10. The mayor and council shall not consider any item place on agenda by another council person that does not have supporting documents or summary that will be discuss; and
11. No portion of this resolution should be read to prohibit anyone from speaking during public comment at any Council meeting.

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I hereby certify that the above resolution was duly adopted by the Mayor and Council of the Township of Bloomfield at a meeting of said Township Council held on October 06, 2014.



 Municipal Clerk of the Township of Bloomfield



 Mayor of the Township of Bloomfield

✓ Vote Record – Resolution						
		Yes/Aye	No/Nay	Abstain	Absent	
<input type="checkbox"/> Adopt	Elias N. Chalet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Deny	Nicholas Joanow	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Withdrawn	Carlos Bernard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Table	Wartyna Davis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Not Discussed	Joseph Lopez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> First Reading	Carlos Pomares	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Table with no Vote	Michael J. Venezia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Approve						
<input type="checkbox"/> Veto by Mayor						
<input type="checkbox"/> Discussion						
<input type="checkbox"/> Defeated						
<input type="checkbox"/> Discussion No Vote						