



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 26-010

APPOINTING MUNICIPAL PROSECUTOR AND AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT

WHEREAS, P.L. 1999, CHAPTER 349, requires each municipal court in this State to have at least one municipal prosecutor, who shall be an attorney-at-law of this State in good standing, be appointed by the governing body of the municipality, for a term of one year from the date of his or her appointment, in accordance with applicable laws, ordinances and resolutions; and,

WHEREAS, the Borough of Highlands has a need for professional legal services to be provided to the Borough of Highlands for the calendar year 2026 pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough has, through the fair and open process, publicly advertised for a Request for Proposals and Qualifications and said requests for Professional Services for a Municipal Prosecutor were received in the Office of the Borough Administrator no later than 11:00am on November 25, 2025; and

WHEREAS, the Borough has reviewed all proposals received and has determined that the Mayor and Borough Council desires to authorize the execution of a professional services contract between the following listed persons/firms and the Borough for the provision of said services for the year 2026; and

WHEREAS, James Butler, Esq. is an attorney-at-law licensed by the State of New Jersey and who is experienced with municipal law.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands as follows:

1. James Butler, Esq. is hereby appointed Municipal Prosecutor of the Borough of Highlands for the one (1) year term to expire December 31, 2026, for an amount not to exceed \$15,240.00.
2. This appointment is made without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a) because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this Resolution shall be placed on file with the Clerk of the Borough of Highlands.

BE IT FURTHER RESOLVED that the Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion to Approve R 26-010:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: January 1, 2026

Nancy Tran, Municipal Clerk
Borough of Highlands