

RESOLUTION 24-

**TOWNSHIP OF MIDDLETOWN
COUNTY OF MONMOUTH**

ANNUAL MEETING NOTICE

WHEREAS, the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) provides for the giving of the annual notice by public bodies of the time, date and location of the regular meetings of such public body to be held during the succeeding year; and

WHEREAS, the Open Public Meetings Act hereinafter referred to as The Act, authorizes a public body to make certain other determinations and take certain other actions in conformance therewith.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown, as follows:

1. Regular meetings of this committee shall be held during the 2024 calendar year at 7:00 p.m. at the Middletown Township Municipal Building, Main Meeting Room, One Kings Highway, Middletown, New Jersey on the following dates:

January 22 (Monday)
February 20 (Tuesday)
March 18
April 15
May 20
June 17
July 15
August 19
September 16
October 21
November 18
December 16

Workshop meetings of the Middletown Township Committee shall be held during the 2024 calendar year at 7:00 p.m. at the Middletown Township Municipal Building, Main Meeting Room, One Kings Highway, Middletown, New Jersey on the following dates:

February 5
March 4
April 3 (Wednesday)
May 6
June 3
September 3 (Tuesday)
October 7
December 2

* The Reorganization Meeting of the Township Committee for the year 2025 will be held on Sunday, January 5, 2025.

At all regular and workshop meetings of the Middletown Township Committee formal action will be taken on any matter subject to compliance with the Open Public Meetings Act respecting issuance of the "48-hour notice" containing the agenda for such regular and workshop meetings, to the extent known.

2. Executive Sessions will be held at 6:00 p.m. preceding each Regular Meeting and Workshop Meeting in 2024 to discuss personnel matters, labor relations, pending litigation and other matters permitted for closed session under N.J.S.A. 10:4-12. At 7:00 p.m., prior to each Executive Session, the Township Committee will convene in open session at which time an Executive Session Resolution specifying the general nature of the items to be discussed in Executive Session will be adopted in accord with N.J.S.A. 10:4-13. All such meeting sessions will be held in the Conference Room, Town Hall, One Kings Highway, Middletown, N.J., unless otherwise noted as per the law.

3. The following newspapers are hereby designated as the newspapers to receive any and all notices required or permitted to be given under The Act, shall including but not limited to Annual Notice and 48 hour notices, as needed:

- a. The Two River Times and Asbury Park Press, which are hereby designated and determined to be the official newspapers which have the greatest likelihood of informing the public within the area of jurisdiction of this Township of its meetings.

4. Copies of this Resolution and any revisions or modification thereof, certified to be true copies by the Clerk of this municipality, be disseminated and distributed as required by The Act as follows:

- a. The Two River Times and Asbury Park Press which are hereby designated and determined to be the official newspapers which have the greatest likelihood of informing the public within the area of jurisdiction of this Township of its meetings; and
- b. Filed with the Municipal Clerk of this municipality; and
- c. Mailed to such other person as may be entitled thereto under the terms of the Act and this Resolution.

5. Pursuant to N.J.S.A. 10:4-19, the Municipal Clerk is hereby authorized and directed to mail such notice as may be required and authorized under the Act to any person requesting the same providing that person has first complied with the following terms and conditions:

- a. Any and all request for notice under the act shall be made in writing either by letter or by signing a request list to be maintained in the Office of the Municipal Clerk.

6. Take further notice that further resolutions may be adopted at these public meetings and/or workshop meetings providing for the Township Committee to meet in executive session specifying matters to be discussed requiring confidentiality and/or of a privileged nature as permitted by N.J.S.A. 10:4-12 and 13.

7. Take further notice that regular public and/or workshop meetings or executive session may be canceled or adjourned. Rescheduled regular public and/or workshop meetings shall be duly advertised with appropriate notice being provided.