

COUNCIL OF THE BOROUGH OF PROSPECT PARK
PASSAIC COUNTY, NEW JERSEY

RESOLUTION

RESOLUTION NO. 2022-109

TITLE: RESOLUTION APPROVING THE EXECUTION OF THE SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF PROSPECT PARK AND THE PROSPECT PARK BOARD OF EDUCATION FOR THE PROVISION OF THE SERVICES OF AN ASSISTANT BUSINESS ADMINISTRATOR FOR THE PROSPECT PARK BOARD OF EDUCATION

WHEREAS, after a complete review and analysis of its business office operations the Borough of Prospect Park Board of Education (“Board” or “District”) determined there is a need for the School District to seek the services of an Assistant Business Administrator; and

WHEREAS, on or about May 10, 2022, the Board publicly advertised and posted for the position of Assistant Business Administrator to assist the District, the Superintendent and the School Business Administrator in their duties and responsibilities; and

WHEREAS, the Borough has established in its Code, the position Borough Administrator and Deputy Borough Administrator, which sets forth all of the duties and responsibilities of the positions of Borough Administrator and Deputy Borough Administrator; and

WHEREAS, the Borough currently employs Intashan Chowdhury as Borough Administrator who also has qualifications that are also amenable to serving the District in the capacity of Assistant Business Administrator; and

WHEREAS, Intashan Chowdhury has expressed an interest in simultaneously serving as Assistant Business Administrator and the Borough Administrator; and

WHEREAS, the Uniform Shared Consolidation Act (*N.J.S.A. 40A:65-1 et. seq.*), authorizes public entities to enter into a contract to render said services; and

WHEREAS, the Mayor, Superintendent of the District and School Business Administrator have negotiated the terms of a Shared Services Agreement and in consultation with the Borough and Board’s legal counsel drafted a Shared Services Agreement for the provision of the services of an Assistant Business Administrator for the Prospect Park Board of Education; and

WHEREAS, the Borough has agreed to permit Mr. Chowdhury to act as the Assistant Business Administrator for the Prospect Park Public School District, in addition to the duties assigned by the Borough to Mr. Chowdhury as its Borough Administrator and employee; pursuant to the negotiated Shared Services Agreement; and

WHEREAS, it is the Parties' intention that Intashan Chowdhury shall remain a Borough employee throughout the course of the Shared Services Agreement; and

WHEREAS, the District has agreed to pay the Borough a total of sixty-seven thousand dollars (\$67,000.00) for twelve (12) months of services commencing on July 1, 2022, to be paid in accordance with payment schedule set forth in the Shared Services Agreement and the Borough has agreed to compensate Intashan Chowdhury an additional \$67,000.00 annual salary commencing July 1, 2022 prorated for the time period for which Mr. Chowdhury is rendering Assistant Business Administrator Services to the Board of Education; and

WHEREAS, the Board has adopted a Resolution authorizing the entry into a Shared Services Agreement with the Borough for the provision of the services of Assistant Business Administrator for the Board of Education.

NOW THEREFORE BE IT RESOLVED by the Council of the Borough of Prospect Park that it hereby authorizes the entry into a shared services agreement with the Prospect Park Board of Education for the provision of the services of an Assistant Business Administrator for the Prospect Park Board of Education commencing July 1, 2022 for the total amount of \$67,000.00 to be paid by the Prospect Park Board of Education to the Borough in three (3) equal installments as set forth in the Shared Services Agreement; and

BE IT FURTHER RESOLVED that the Mayor, and any other employee and/or official designated by the Mayor are authorized and directed to take any further action necessary to effectuate this Resolution, including but not limited to the final negotiations of the specific terms and conditions of the final form of the Shared Services Agreement; and


BE IT FURTHER RESOLVED by the Council that the Mayor and Acting Borough Clerk are authorized to execute the final negotiated Shared Service Agreement by and between the Borough of Prospect Park and the Prospect Park Board of Education for the provision of the services of an Assistant Business Administrator for the Prospect Park Board of Education, consistent with the terms of the within Resolution, acceptable in form by the Mayor and legal counsel; and


BE IT FURTHER RESOLVED by the Council of the Borough that it hereby authorizes the annual salary of Intashan Chowdhury to be adjusted to include an additional \$67,000.00 salary commencing July 1, 2022 prorated for the time period for which Mr. Chowdhury is rendering Assistant Business Administrator Services to the Board of Education; and

BE IT FURTHER RESOLVED that the Mayor and any other employee and/or official are authorized and directed to take any further action necessary to effectuate this Resolution and the implementation of the final negotiated Shared Services Agreement.

I hereby certify that this resolution, consisting of 3 page(s), was adopted at a Special Meeting of the Borough Council of the Borough of Prospect Park, held this 30th day of June, 2022.

	Moved	Second	Ayes	Nays	Abstain	Absent
Shah	✓		✓			
Artis			✓			
Hussain			✓			
Matari		✓	✓			
Ortiz						✓
Perez			✓			


Mohamed T. Khairullah
Mayor


Beauty Nadin, RMC
Acting Municipal Clerk