

**WASHINGTON TOWNSHIP REORGANIZATION MEETING MINUTES**  
**JANUARY 2, 2017**

The Clerk previously administered the Oath of Office to Committee members Robert Klingel, Mark Rossi, and George Willan.

Township Clerk Anna C. Godfrey called the 2017 Reorganization Meeting to order at 10:00 am on this date at the Washington Township Municipal Building located at 211 Route 31 North, Washington, NJ 07882.

SUNSHINE LAW COMPLIANCE – The Clerk noted that this meeting was being held in compliance with the Open Public Meetings Law of 1975 in as much as a notice has been published in the Star-Gazette and transmitted to the Express-Times, posted at the Municipal Building and a copy is on file in the Clerk's office. This agenda is subject to change by order of the Washington Township Committee before and/or during the scheduled meeting.

ROLL CALL

Fiore, present; Klingel, present; Kovacs, present; Rossi, present; Willan, present

STAFF PRESENT

Anna C. Godfrey, Township Clerk; Chief Cicerelle; Janice Congleton, Chief Financial Officer; John Mooney and Andrew Kucinski, Township Auditors

SALUTE TO THE FLAG

NOMINATIONS FOR MAYOR

The Clerk asked for nominations for Mayor of the Township of Washington for the year for 2017. Mr. Klingel was nominated by Rossi, seconded by Willan. Hearing no further nominations, a motion was made by Kovacs, seconded by Rossi, to close nominations and appoint Robert Klingel as Mayor of Washington Township for 2017.

ROLL CALL: Kovacs, yes; Rossi, yes; Fiore, yes; Willan, yes; Klingel, yes

The Clerk congratulated Mayor Klingel and administered the Oath of Office before turning the meeting over to him.

Mayor Klingel wished everyone a Happy New Year and thanked the Committee for the opportunity to continue to serve as Mayor. He would like to continue reviewing redevelopment and extending shared services as well as to begin researching possibilities to run sewer service down the Route 31 corridor.

NOMINATIONS FOR DEPUTY MAYOR

A motion was made by Kovacs, seconded by Willan, to nominate Mark Rossi as Deputy Mayor of the Township of Washington for 2017.

ROLL CALL: Kovacs, yes; Willan, yes; Fiore, yes; Rossi, yes; Klingel, yes

APPOINTMENTS

A motion was made by Rossi, seconded by Kovacs, to approve the following appointments:

- Municipal Attorney, Michael B. Lavery of the firm Lavery, Selvaggi, Abromitis & Cohen, 1 year term ending 12/31/17
- (Peter H. de Boer, Jr.)  
Township Administrator  
Public Agency Compliance Officer, 1 year term ending 12/31/17  
Safety Chairman, 1 year term ending 12/31/17  
Personnel Administrator, 1 year term ending 12/31/17  
911 Coordinator, 1 year term ending 12/31/17
- (Anna C. Godfrey)  
Registered Municipal Clerk  
Election Official, 1 year term ending 12/31/17  
Secretary to the Local Board of Health, 1 year term ending 12/31/17  
Secretary to the Safety Committee, 1 year term ending 12/31/17  
Custodian of Government Records, 1 year term ending 12/31/17  
Certified Municipal Registrar, year 3 of a 3 year term ending 12/31/17
- (Ann Kilduff)  
Deputy Township Clerk, expiring 12/31/17  
Deputy Certified Municipal Registrar year 3 of a 3 year term ending 6/6/17  
Deputy Election Official, 1 year term ending 12/31/17  
Deputy Custodian of Government Records, 1 year term ending 12/31/17

- Certified Municipal Finance Officer – Janice Congleton
- Certified Public Works Manager – Jeffrey Cooper (year 3 of a 5 year term ending 12/31/20)
- Assistant Superintendent of Public Works – Peter H. deBoer, Jr. (year 3 of a 6 year term ending 12/31/21)
- Zoning Official, Curt Pantuso, 1 year term ending 12/31/17
- Animal Control Officer, Robert Lagonera, 1 year term ending 12/31/17
- Engineer, Finelli Engineering, year 2 of a 3 year term ending 12/31/18
- Court Administrator, Jerilynn Harris, 1 year term ending 12/31/17  
Deputy Court Administrator, Lisa Rudd, 1 year term ending 12/31/17  
Violations Bureau, Rosemarie Hoover & Anita Diekroger, 1 year term ending 12/31/17  
Municipal Prosecutor, Roger Skoog, 1 year term ending 12/31/17  
Public Defender, Donald Farino, 1 year term ending 12/31/17
- Appointment of Municipal Court Judge, J. Edward Palmer, year 3 of a 3 year term expiring 12/31/17
- Recycling Coordinators Peter H. de Boer, Jr. & Suzanne Heerwagen, one year terms ending 12/31/17
- Municipal Auditor, John Mooney of the firm Nisivoccia LLP, 1 year term ending 12/31/17
- Municipal Alliance Coordinator, Pat Kollar, 1 year term ending 12/31/17
- Municipal Alliance Member from Township Committee, George Willan, 1 year term ending 12/31/17
- Appointment of Thomas Cicerelle, Emergency Management Coordinator, year 2 of a 3 year term ending 12/31/18
- Appointment of Peter deBoer Jr., Deputy Emergency Management Coordinator, year 2 of a 3 year term ending 12/31/18
- Municipal Planner, Scarlett Doyle, 1 year term ending 12/31/17

ROLL CALL: Rossi, yes; Kovacs, yes; Fiore, yes; Willan, yes; Klingel, yes

A motion was made by Rossi, seconded by Kovacs, to appoint Martin Allen of the firm DiFrancesco, Bateman, Coley, Yospin, Kunzman, Davis & Lehrer as Special Tax Litigation Counsel.

ROLL CALL: Rossi, yes; Kovacs, yes; Fiore, yes; Willan, yes; Klingel, yes

#### ORDINANCE

A motion was made by Fiore, seconded by Rossi, to introduce Ordinance 17-01, Ordinance Reauthorizing the Open Space Trust Fund for the Township of Washington, on first reading. Mr. Willan noted a few dates that need to be corrected. Mr. Kovacs stated the rate will be set during budget discussions.

ROLL CALL: Fiore, yes; Rossi, yes; Kovacs, yes; Willan, yes; Klingel, yes

Second reading, public hearing and adoption will take place at the February 21, 2017 meeting.

#### RESOLUTIONS

A motion was made by Kovacs, seconded by Willan, to approve resolution 17-29, Salary Resolution. Mr. Fiore questioned the difference in salaries between Township and Borough Crossing Guards. The Clerk explained.

ROLL CALL: Kovacs, yes; Willan, yes; Fiore, yes; Rossi, yes; Klingel, yes

A motion was made by Kovacs, seconded by Rossi, to approve Resolutions 17-24, Resolution Authorizing Execution of Agreement Between the Township of Washington and Hawke Pointe Property Owners Association for Street Light Reimbursement for the Year 2017 with the correction noted by Mr. Willan.

ROLL CALL: Kovacs, yes; Rossi, yes; Fiore, yes; Willan, yes; Klingel, yes

A motion was made by Kovacs, seconded by Willan, to approve Resolutions 17-01 through and including 17-28, excluding 17-24.

- 17-01 Resolution Authorizing Township of Washington Officials to Sign Checks
- 17-02 Cash Management Plan
- 17-03 Temporary Budget
- 17-04 Establishing Petty Cash Funds
- 17-05 Resolution Establishing a Local Emergency Planning Committee
- 17-06 Resolution Designation Official Newspapers
- 17-07 Interest on Delinquent Taxes and Assessments
- 17-08 Tax Assessors/Township Attorney Stipulations
- 17-09 Regular Meetings of the Township Committee and Board of Health
- 17-10 Resolution Designating a Public Agency Compliance Officer (PACO)
- 17-11 Resolution Appointing Statewide Insurance Fund Commissioner
- 17-12 Resolution Authorizing the Award of Fair and Open Contract for Township Attorney

- 17-13 Resolution Authorizing the Award of Fair and Open Contract for Special Tax Litigation Counsel
  - 17-14 Resolution Authorizing the Award of Fair and Open Contract for Auditing & Accounting Services
  - 17-15 Resolution Authorizing the Award of Fair and Open Contract for Bond Attorney
  - 17-16 Award of Contract for Professional Services Without Public Bid - Municipal Alliance Coordinator (Pat Kollar)
  - 17-17 Award of Contract for Professional Services Without Public Bid – Public Defender (Donald Farino)
  - 17-18 Resolution Establishing Vegetative Waste Procedures, Fees and Schedule for 2017
  - 17-19 Resolution Appointing Risk Management Consultant (Randy May – Otterstedt Insurance Agency)
  - 17-20 2017 Statewide Insurance Fund Resolution to Renew the Fund (year 3 of a 3 year term 12/31/17)
  - 17-21 Statewide Insurance Fund Indemnity and Trust Agreement (year 3 of 3 a year term 12/31/17)
  - 17-22 Resolution Authorizing the Award of the Fair and Open Contract for a Township Planner (Scarlett Doyle)
  - 17-23 Resolution Authorizing Execution of Agreement Between the Township of Washington and Hawke Pointe Condominium Association for Winter Maintenance and Street Light Reimbursement
  - 17-25 Reappoint SEC MCDC Initiative Compliance Survey and Continuing Disclosure Agent Services
  - 17-26 Resolution for the Purpose of Authorizing the Signature of the Township Administrator to Execute Annual Agreement with the JDM Group to Provide Services for Phone and Information Technology
  - 17-27 Appointment of a Certified Municipal Registrar and a Deputy Certified Municipal Registrar for the Township of Washington, County of Warren, State of New Jersey
  - 17-28 Resolution Authorizing Cancellation of Various Grant Receivables and Corresponding Grant Appropriations
- ROLL CALL: Kovacs, yes; Willan, yes; Fiore, yes; Rossi, yes; Klingel, yes

#### APPOINTMENTS TO BOARDS

##### LAND USE BOARD

Mayor Klingel made the following appointments to the Land Use Board: himself as the Class I member and Evan Howell as a Class II member, both with a one year term ending 12/31/17. Mayor Klingel reappointed Brian McCartharn and Erich Sodalbers as Class IV Members, both with four year terms ending 12/31/20. Mayor Klingel moved Gretchen Foley from being the Alternate 2 Member to a Class IV Member with a four year term ending 12/31/20. Mayor Klingel appointed Jim Vanderhorn as the Alternate 1 Member to fill an unexpired term ending 12/31/17 and appointed Michael Lum as the Alternate 2 member with a two year term ending 12/31/18.

A motion was made by Kovacs, seconded by Willan, to approve Mayor Klingel's appointment of Ralph Fiore as the Class III member on the Land Use Board with a one year term ending 12/31/17.

ROLL CALL: Kovacs, yes; Willan, yes; Fiore, yes; Rossi, yes; Klingel, yes

##### RECREATION COMMISSION

Mayor Klingel reappointed Ray Kunzmann and Ron Sizemore to the Recreation Commission, both with a five year term ending 12/31/21.

##### HISTORICAL PRESERVATION COMMISSION

Mayor Klingel reappointed Susan Dickey and Carol Kain as Class C members on the Historical Preservation Commission, each with a four year term ending 12/31/20.

##### ENVIRONMENTAL COMMISSION

Mayor Klingel reappointed Frank Marascia as Chairman of the Environmental Commission for 2017. Mayor Klingel reappointed Al Ivany and Charlie Shields to the Environmental Commission, each with a three year term ending 12/31/19 and appointed Gretchen Foley as the Land Use Board Liaison to the Environmental Commission to fill an unexpired term ending 12/31/18.

##### APPOINTMENT OF COMMITTEE MEMBERS AS LIAISON TO VARIOUS DEPARTMENTS

Mayor Klingel made the following Committee liaison appointments:

- Mayor Klingel - Township Administrator, Board of Education/Warren Hills Regional Schools, Township Website/Public Information, Police Department, Shared Court, Township Attorney, Zoning Official
- Ralph Fiore - Clean Communities Coordinator, Environmental Commission, Farmland Preservation/Open Space, Fire District, Land Use Board; Public Utilities, Recreation Commission, Warren County Solid Waste Advisory Committee
- Michael Kovacs - Finance, Budget Preparation, Senior Citizen Advisory Committee, Tax Assessor, Tax Collector, Township Auditor, Township Clerk, Deputy Township Clerk
- Mark Rossi - Buildings & Grounds, Code & Construction Office/Construction Official, Department of Public Works, Economic Development, Emergency Management; Public Health Officer, Township Engineer

George Willan - Affordable Housing/COAH, Animal Control, Board of Education/Washington Township Schools, First Aid Squad, Historic Preservation Commission, Municipal Alliance, Warren-Morris Council of Governments (Shared Service)

NEW BUSINESS

There was no new business at this meeting.

PAYMENT OF BILLS

A motion was made by Fiore, seconded by Rossi, to approve the payment of the bills.

ROLL CALL: Fiore, yes; Rossi, yes; Kovacs, yes; Willan, yes; Klingel, yes

PUBLIC CONCERNS/QUESTIONS

Mayor Klingel opened the meeting to the public. Seeing no one, Mayor Klingel closed the public portion of the meeting.

COMMENTS FROM COMMITTEE / OFFICIALS

Mr. Kovacs discussed the scheduling of budget meetings. A motion was made by Kovacs, seconded by Fiore, to schedule Budget Meetings for Saturday, January 21, 2017 at 10:00 am and for Saturday, February 4, 2017 at 10:00 am.

ROLL CALL: Kovacs, yes; Fiore, yes; Rossi, yes; Willan, yes; Klingel, yes

Mr. Fiore feels the newsletter is a good source of information for the public. He thanked the Committee for their help during his first year on the Committee.

ADJOURNMENT

Hearing no further business to come before the Committee, a motion was made by Rossi, seconded by Fiore, to adjourn the meeting at 10:27 am. All were in favor.

Respectfully submitted,

Anna C. Godfrey, RMC  
Township Clerk