

WASHINGTON TOWNSHIP REORGANIZATION MINUTES

JANUARY 1, 2013

Acting Township Clerk Anna C. Godfrey called the 2013 Reorganization Meeting to order at 11:00 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.

The Clerk administered the Oath of Office to new Committee members John A. Horensky and George J. Willan.

ROLL CALL

Finke, present; Horensky, present; Klingel, present; Kovacs, present; Willan, present

STAFF PRESENT

Anna C. Godfrey, Acting Township Clerk and Peter de Boer, Township Administrator/Certified Public Works Manager

SALUTE TO THE FLAG

NOMINATIONS FOR MAYOR

The Clerk asked for nominations for Mayor of Washington Township for the year 2013. Mr. Klingel was nominated by Kovacs, seconded by Finke. Hearing no further nominations, a motion was made by Kovacs, seconded by Finke, to close nominations and appoint Robert Klingel as Mayor of Washington Township for 2013. All were in favor. The Clerk congratulated Mayor Klingel and administered the Oath of Office to him. The Clerk turned the meeting over to the Mayor.

NOMINATIONS FOR DEPUTY MAYOR

Mayor Klingel asked for nominations for Deputy Mayor of Washington Township for 2013. John Horensky was nominated by Kovacs, seconded by Klingel. Hearing no further nominations, a motion was made by Kovacs, seconded by Klingel, to close nominations and appoint John Horensky as Deputy Mayor of Washington Township for 2013. All were in favor.

A motion was made by Horensky, seconded by Kovacs, to approve Resolution 13-34, Resolution to Authorize and Approve Salaries and Wages for Certain Employees (Kuligowski/Police). J. Kuligowski was promoted to Patrolman Step 1.

ROLL CALL: Horensky, yes; Kovacs, yes; Finke, yes; Willan, yes; Klingel, yes

The Clerk administered the Oath of Office to Jonathan Kuligowski.

MUNICIPAL ATTORNEY

A motion was made by Finke, seconded by Horensky, to appoint Michael Lavery of Courter, Kobert & Cohen as Township Attorney for the year 2013.

ROLL CALL: Finke, yes; Horensky, yes; Kovacs, yes; Willan, yes; Klingel, yes

APPOINTMENTS

A motion was made by Kovacs, seconded by Horensky, to approve the appointment of Peter deBoer as Township Administrator with this being year four of a five year term ending 12/31/14 as well as Public Agency Compliance Officer and Safety Chairman, and Personnel Administrator, all with one year terms ending 12/31/13.

ROLL CALL: Kovacs, yes; Horensky, yes; Finke, yes; Willan, yes; Klingel, yes

A motion was made by Finke, seconded by Kovacs, to approve the appointment of Anna C. Godfrey as Acting Township Clerk for a one year term ending 12/31/13 or upon attaining certification as well as to the positions of Election Official, Secretary to the Local Board of Health, Secretary to the Safety Committee, and Custodian of Government Records, all with one year terms ending 12/31/13 as well as Certified Municipal Registrar, year two of a three year term, ending 12/31/14.

ROLL CALL: Finke, yes; Kovacs, yes; Horensky, yes; Willan, yes; Klingel, yes

A motion was made by Kovacs, seconded by Willan, to approve the appointment of Ann Kilduff as Deputy Township Clerk, Deputy Election Official and Deputy Custodian of Government Records, all with one year terms ending 12/31/13 as well as Deputy Certified Municipal Registrar, this being year two of a three year term ending 6/6/2014.

ROLL CALL: Kovacs, yes; Willan, yes; Finke, yes; Horensky, yes; Klingel, yes

A motion was made by Finke, seconded by Horensky, to approve the appointment of Kevin McCarthy as Acting Finance Officer for a one year term ending 12/31/13 or upon attaining certification.

ROLL CALL: Finke, yes; Horensky, yes; Kovacs, yes; Willan, yes; Klingel, yes

A motion was made by Kovacs, seconded by Finke, to approve the appointment of Suzanne Heerwagen as Deputy Treasurer with this being year one of a four year term ending 12/31/16.

ROLL CALL: Kovacs, yes; Finke, yes; Horensky, yes; Willan, yes; Klingel, yes

A motion was made by Finke, seconded by Kovacs, to approve the appointment of Lydia Schmidt as 911 Coordinator for a one year term ending 12/31/13.

ROLL CALL: Finke, yes; Kovacs, yes; Horensky, yes; Willan, yes; Klingel, yes

A motion was made by Kovacs, seconded by Willan, to approve the appointment of Joseph Rossi as Zoning Official for a one year term ending 12/31/13. Mayor Klingel stated this is a temporary position due to the need to have the Zoning Officer available during business hours.

ROLL CALL: Kovacs, yes; Willan, yes; Finke, yes; Horensky, yes; Klingel, yes

A motion was made by Horensky, seconded by Kovacs, to approve the appointment of Betty and Gary Wysocki as Animal Control Officers for a one year terms ending 12/31/13.

ROLL CALL: Horensky, yes; Kovacs, yes; Finke, yes; Willan, yes; Klingel, yes

A motion was made by Kovacs, seconded by Willan, to approve the appointment of Daniel Wyckoff to the Office of Aging for a one year term ending 12/31/13.

ROLL CALL: Kovacs, yes; Willan, yes; Finke, yes; Horensky, yes; Klingel, yes

A motion was made by Kovacs, seconded by Horensky, to approve the appointment of Finelli Consulting Engineers, Inc. as the Township Engineer on a carry-over temporary basis.

ROLL CALL: Kovacs, yes; Horensky, yes; Finke, yes; Willan, yes; Klingel, yes

A motion was made by Finke, seconded by Horensky, to approve the following appointments, listed as item numbers 14 through and including 27 on the agenda.

ROLL CALL: Finke, yes; Horensky, yes; Kovacs, yes; Willan, yes; Klingel, yes

The appointment of the following Court personnel: Jerilynn Harris as Court Administrator, Vera Hart and Lisa Rudd as Deputy Court Administrator, Rosemarie Hoover and Judith Casella as Violations Clerks, Brett Morrow as Municipal Prosecutor and Donald Farino as Public Defender, all with one year terms ending 12/31/13.

The appointment of J. Edward Palmer as Municipal Court Judge, this being year two of a three year term ending 12/31/14.

The appointment of Peter deBoer and Suzanne Heerwagen as Recycling Coordinators, both with one year terms ending 12/31/13.

The appointment of Dave Evans of Nisivoccia, LLP as Municipal Auditor with a one year term ending 12/31/13.

The appointment of Pat Kollar as Municipal Alliance Coordinator with a one year term ending 12/31/13.

The appointment of George Willan as a representative of the Township Committee to be liaison to the Municipal Alliance with a one year term ending 12/31/13.

The appointment of Bruce Smith as Sewerage Consultant with a one year term ending 12/31/13.

The appointment of Robert Beinfield of Hawkins, Delafield & Wood LLP as Bond Counsel with a one year term ending 12/31/13.

The appointment of Martin Allen of DeFrancesco, Bateman, Coley, Yospin, Kunzman, Davis & Lehrer as Special Tax Litigation Counsel with a one year term ending 12/31/13.

The appointment of Al Ivany to the Musconetcong River Management Council for a one year term ending 12/31/13.

The appointment of Joseph Rossi as the Township of Washington Health Official with a one year term ending 12/31/13.

The appointment of Thomas Cicerelle as Emergency Management Coordinator, this being year one of a three year term ending 12/31/15.

The appointment of Peter deBoer as Deputy Emergency Management Coordinator, this being year one of a three year term ending 12/31/15.

ORDINANCES

A motion was made by Kovacs, seconded by Finke, to introduce Ordinance 13-01, Ordinance Reauthorizing the Open Space Trust Fund for the Township of Washington, on first reading.

ROLL CALL: Kovacs, yes; Finke, yes; Horensky, yes; Willan, yes; Klingel, yes
Public hearing and adoption will take place at the February 19, 2013 meeting.

A motion was made by Horensky, seconded by Kovacs, to introduce Ordinance 13-02, 2013 Salary Ordinance, on first reading. Mr. Finke asked if these are last year's salaries. Mr. deBoer stated they are ranges that have been adjusted accordingly.

ROLL CALL: Horensky, yes; Kovacs, yes; Finke, yes; Willan, yes; Klingel, yes
Public hearing and adoption will take place at the January 15, 2013 meeting.

RESOLUTIONS

A motion was made by Kovacs, seconded by Finke, to approve Resolutions 13-01 through 13-36, excluding 13-23 and 13-25, as well as excluding Resolution 13-34, Resolution to Authorize and Approve Salaries and Wages for Certain Employees (Kuligowski/Police) which was already addressed.

ROLL CALL: Kovacs, yes; Finke, yes; Horensky, yes; Willan, yes; Klingel, yes

13-01 Resolution Authorizing Township of Washington Officials to Sign Checks

13-02 Cash Management Plan

13-03 Temporary Budget

13-04 Establishing Petty Cash Funds

13-05 Resolution Authorizing the Recording of Governing Body Executive Sessions and Maintaining Minutes

13-06 Resolution Designating Official Newspapers

13-07 Interest on Delinquent Taxes and Assessments

13-08 Tax Assessors/Township Attorney Stipulations

13-09 Regular Meetings of the Township Committee and Board of Health

13-10 Resolution Designating a Public Agency Compliance Officer (PACO)

13-11 Resolution Appointing Statewide Insurance Fund Commissioner

13-12 Resolution Authorizing the Award of Fair and Open Contract for Township Attorney

13-13 Resolution Authorizing the Award of Fair and Open Contract for Special Labor Litigation Counsel

13-14 Resolution Authorizing the Award of Fair and Open Contract for Special Tax Litigation Counsel

13-15 Resolution Authorizing the Award of Fair and Open Contract for Auditing & Accounting Services

13-16 Award of Contract for Professional Services Without Public Bid - Public Defender (Donald Farino)

13-17 Award of Contract for Professional Services Without Public Bid - Municipal Alliance Coordinator (Pat Kollar)

13-18 Award of Contract for Professional Services Without Public Bid - Sewerage Consultant (B Smith)

13-19 Resolution Establishing Vegetative Waste Procedures, Fees and Schedule for 2013

- 13-20 Resolution Appointing Risk Management Consultant (John Daly/Wells Fargo)
- 13-21 2013 Fund Year Statewide Insurance Fund Risk Management Consultant's Agreement
- 13-22 Resolution to Authorize and Appoint Health Officer (Joseph Rossi)
- 13-24 Resolution Authorizing Execution of Agreement Between the Township of Washington and Hawk Pointe Condominium Association for Winter Maintenance and Street Light Reimbursement
- 13-26 Resolution Appointing Diversified Properties, LLC as COAH Administrative Agent for the Township of Washington
- 13-27 Resolution for the Purpose of Authorizing the Signature of the Township Administrator to Execute a Maintenance and Emergency Service Agreement with Comfort Temp, Inc.
- 13-28 Resolution for the Purpose of Authorizing the Signature of the Township Administrator to Execute a Burglar Alarm System Monitoring Agreement with Bill Hodge Electrical Contractor, Inc.
- 13-29 Resolution for the Purpose of Authorizing the Signature of the Township Administrator to Execute an Annual Agreement with the JDM Group to Provide Services for Phone and Information Technology
- 13-30 Resolution to Authorize and Approve Salaries and Wages for Certain Employees (B. DiMarco/DPW)
- 13-31 Resolution to Authorize and Approve Salaries and Wages for Certain Employees (P. deBoer/Deputy EMC)
- 13-32 Resolution to Authorize and Approve Salaries and Wages for Certain Employees (S. Brown/COAH)
- 13-33 Resolution to Authorize and Approve Salaries and Wages for Certain Employees (J. Rossi/Zoning)
- 13-35 Resolution to Authorize and Approve Salaries and Wages for Certain Employees (S. Heerwagen/Finance)
- 13-36 Resolution Authorizing the Award of Fair and Open Contract for Bond Counsel Services

A motion was made by Kovacs, seconded by Finke, to approve Resolution 13-23 and 13-25.

ROLL CALL: Kovacs, yes; Finke, yes; Horensky, yes; Willan, abstained; Klingel, yes

- 13-23 Resolution Authorizing Execution of Agreement Between the Township of Washington and Hawk Point Property Owners Association for Winter Maintenance.
- 13-25 Resolution Authorizing Execution of Agreement Between the Township of Washington and Hawk Pointe Property Owners Association for Street Light Reimbursement for the Year 2013.

APPOINTMENTS TO BOARDS

ECONOMIC DEVELOPMENT COMMISSION

Mayor Klingel stated he will be appointing volunteers to this Commission shortly.

ENVIRONMENTAL COMMISSION

Mayor Klingel reappointed Al Ivany as Chairman for a one year term ending 12/31/13 and reappointed Robert Finke as Township Committee representative for a one year term ending 12/31/13. Mayor Klingel also reappointed Cheryl Burket, Lydia Schmidt and Marilyn Sendell to the Environmental Commission, each with a three year term ending 12/31/15.

HISTORICAL COMMISSION

Mayor Klingel reappointed Susan Dickey and Carol Kain to the Historical Preservation Commission each with a four year term ending 12/31/16.

LAND USE BOARD

Mayor Klingel re-appointed Evan Howell as a Class II Member on the Land Use Board with a one year term ending 12/31/13. A motion was made by Kovacs, seconded by Horensky, to appoint George Willan as Class III Member of the Land Use Board with a one year term ending 12/31/13. All were in favor. Mayor Klingel appointed Michael Kovacs as the Class I Member of the Land Use Board, Mayor's Designee, with a one year term ending 12/31/13. Mayor Klingel reappointed Karen Lesniewski, Erich Sodtalters, and Joel Schnetzer as Class IV Members to the Land Use Board, each with a four year term ending 12/31/16.

RECREATION COMMISSION

Mayor Klingel reappointed Walter Godfrey and Darlene Schott to the Recreation Commission, each with a five year term ending 12/31/17.

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, Recreation Commission, Police Department, Shared Court

John Horensky - Buildings & Grounds, Code & Construction Office/Construction Official, Department of Public Works, Economic Development Commission, Township Attorney, Township Engineer, Public Health Officer

Robert Finke – Animal Control, Clean Communities Coordinator, Environmental Commission, Fire District, First Aid Squad, Public Utilities, Warren County Solid Waste Advisory Committee, Farmland Preservation/Open Space

Michael Kovacs – Finance Department, Township Auditor, Township Clerk, Deputy Township Clerk, Senior Citizen Advisory Committee, Tax Assessor, Tax Collector

George Willan – Affordable Housing/COAH, Board of Education/Washington Township Schools, Emergency Management, Historic Preservation Commission, Land Use Board, Municipal Alliance, Warren-Morris Council of Governments (Shared Service), Zoning Official

NEW BUSINESS

Mr. deBoer stated the PBA and Teamsters health insurance grievance was resolved at a previous meeting. The other part of the grievance is in regards to the dental and vision plans. Mr. deBoer provided the Committee with information regarding the Township's previous plans with Aetna and VSP. A motion was made by Kovacs, seconded by Horensky, to switch dental insurance to Aetna and vision insurance to VSP. Mr. deBoer explained coverage will begin February 1st and will be coverage for one year.

ROLL CALL: Kovacs, yes; Horensky, yes; Finke, yes; Willan, yes; Klingel, yes

PUBLIC CONCERNS/QUESTIONS

Mayor Klingel opened the meeting to the public.

Joel Schnetzer, Cemetery Hill Road, would like the Committee to consider having an Open Space Advisory Committee. Mayor Klingel stated the Township had one in the past and will support reinstating the Open Space Advisory Committee.

Hearing no further comments, Mayor Klingel closed the public portion of the meeting.

COMMENTS FROM COMMITTEE / OFFICIALS

Mr. Horensky thanked the voters for giving him the opportunity to again serve the community. He enjoys being involved with public service and is looking forward to working with the rest of the Committee. He believes in both the community and the people and believes the Township can be the most desirable place to live in Warren County.

Mr. Finke wished everyone a Happy New Year.

Mr. Kovacs had nothing to report.

Mr. Willan had nothing to report.

Mayor Klingel had nothing to report.

Chief McDonald wished everyone a Happy New Year.

Mr. deBoer had nothing to report.

PAYMENT OF BILLS

A motion was made by Kovacs, seconded by Finke, to approve the payment of the bills.

ROLL CALL: Kovacs, yes; Finke, yes; Horensky, abstained; Willan, yes; Klingel, yes

EXECUTIVE SESSION

A motion was made by Horensky, seconded by Finke, to approve Resolution 13-37, Resolution Authorizing Executive Session for a Meeting Not Open to the Public in Accordance With the Provisions of the NJ Open Public Meeting Act, N.J.S.A. 10:4-12 at 11:45 a.m. All were in favor. Mayor Klingel explained the Committee will be discussing a contractual matter dealing with PBA contractual negotiations.

A motion was made by Kovacs, seconded by Horensky, to come out of Executive Session at 12:23 p.m. All were in favor. Mayor Klingel stated the Committee discussed a contractual matter dealing with PBA contractual negotiations. No official action was taken. Copies of these minutes will be available at such time the Committee determines there is no harm to the public interest.

ADJOURNMENT

Hearing no further business to come before the Committee, a motion was made by Finke, seconded by Horensky, to adjourn the meeting at 12:25 p.m. All were in favor.

Respectfully submitted,

Anna C. Godfrey
Acting Township Clerk