

WASHINGTON TOWNSHIP REORGANIZATION MINUTES

JANUARY 1, 2015

The Clerk administered the Oath of Office to Committee members Theresa Iacobucci and Michael Kovacs.

Township Clerk Anna C. Godfrey called the 2015 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

Iacobucci, present; Klingel, present; Kovacs, present; Rossi, present; Willan, present

STAFF PRESENT

Anna C. Godfrey, Township Clerk; Peter deBoer, Township Administrator/Certified Public Works Manager; Deputy Chief Cicerelle; Kevin McCarthy, CFO; and John Mooney, Township Auditor

SALUTE TO THE FLAG

NOMINATIONS FOR MAYOR

The Clerk asked for nominations for Mayor of the Township of Washington for the year 2015. Mr. Klingel was nominated by Kovacs, seconded by Rossi. 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 2015. All were in favor. The Clerk congratulated Mayor Klingel and administered the Oath of Office to him before turning the meeting over to the Mayor.

Mayor Klingel thanked the Committee for their support and stated he is looking forward to 2015.

NOMINATIONS FOR DEPUTY MAYOR

Mayor Klingel asked for nominations for Deputy Mayor of the Township of Washington 2015. A motion was made George Willan was nominated by Rossi, seconded by Kovacs, to nominate George Willan.

ROLL CALL: Rossi, yes; Kovacs, yes; Iacobucci, yes; Willan, abstained; Klingel, yes

A motion was made by Kovacs, seconded by Iacobucci, to approve the following appointments listed as item numbers 3 through and including 23 on the agenda.

- Michael B. Lavery of the firm Courter, Kobert & Cohen as Municipal Attorney for a one year term ending 12/31/15
- Peter H. de Boer, Jr. as Township Administrator as well as Public Agency Compliance Officer, Safety Chairman, Personnel Administrator, and 911 Coordinator all with one year terms ending 12/31/15
- Anna C. Godfrey as Registered Municipal Clerk, this being year two of a three year term ending 4/18/16 as well as 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 12/31/15 and Certified Municipal Registrar, this being year one of a three year term ending 12/31/17
- Ann Kilduff as Deputy Township Clerk, Deputy Election Official, and Deputy Custodian of Government Records all with one year terms ending 12/31/15 as well as Deputy Certified Municipal Registrar, this being year one of a three year term ending 6/6/17
- Kevin McCarthy as Certified Municipal Finance Officer, this being year two of a four year term ending 12/31/17
- Suzanne Heerwagen as Deputy Treasurer, this being year three of a four year term ending 12/31/16
- Peter H. deBoer, Jr. as Principal Public Works Manager
- Jeffrey Cooper as Assistant Superintendent of Public Works
- Curt Pantuso as Zoning Official for a one year term ending 12/31/15
- Kimberly Bennett as Animal Control Officer for a one year term ending 12/31/15
- Finelli Consulting Engineers, Inc. as Municipal Engineer, this being year three of a three year term ending 12/31/15
- Jerilynn Harris as Court Administrator for a one year term ending 12/31/15
- Vera Hart as Deputy Court Administrator for a one year term ending 12/31/15
- Rosemarie Hoover and Judith Casella to the Violations Bureau, each with a one year term ending 12/31/15
- Roger Skoog as Municipal Prosecutor for a one year term ending 12/31/15
- Donald Farino as Public Defender for a one year term ending 12/31/15
- J. Edward Palmer as Municipal Court Judge, this being year one of a three year term ending 12/31/17

- Peter H. deBoer, Jr. and Suzanne Heerwagen as Recycling Coordinators each with a one year term ending 12/31/15
- Dave Evans of the firm Nisivoccia LLP as Municipal Auditor for a one year term ending 12/31/15
- Pat Kollar as Municipal Alliance Coordinator for a one year term ending 12/31/15
- George Willan as the Municipal Alliance Member from Township Committee for a one year term ending 12/31/15
- Martin Allen of the firm DiFrancesco Bateman as Special Tax Litigation Counsel for a one year term ending 12/31/15
- Al Ivany to the Musconetcong River Management Council for a one year term ending 12/31/15
- Thomas Cicerelle as Emergency Management Coordinator, this being year three of a three year term ending 12/31/15
- Peter H. deBoer, Jr. as Deputy Emergency Management Coordinator, this being year three of a three year term ending 12/31/15
- Scarlett Doyle as Municipal Planner for a one year term ending 12/31/15

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

ORDINANCE

A motion was made by Kovacs, seconded by Iacobucci, to introduce Ordinance 15-01, Ordinance Reauthorizing the Open Space Trust Fund for the Township of Washington, on first reading.

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

Public hearing and adoption will take place at the February 17, 2015 meeting.

RESOLUTIONS

A motion was made by Willan, seconded by Rossi, to approve Resolutions 15-01 through 15-22 and Resolutions 15-25, 15-26 and 15-27.

- 15-01 Resolution Authorizing Township of Washington Officials to Sign Checks
- 15-02 Cash Management Plan
- 15-03 Temporary Budget
- 15-04 Establishing Petty Cash Funds
- 15-05 Resolution Establishing a Local Emergency Planning Committee
- 15-06 Resolution Designation Official Newspapers
- 15-07 Interest on Delinquent Taxes and Assessments
- 15-08 Tax Assessors/Township Attorney Stipulations
- 15-09 Regular Meetings of the Township Committee and Board of Health
- 15-10 Resolution Designating a Public Agency Compliance Officer (PACO)
- 15-11 Resolution Appointing a Statewide Insurance Fund Commissioner
- 15-12 Resolution Authorizing the Award of Fair and Open Contract for Township Attorney
- 15-13 Resolution Authorizing the Award of Fair and Open Contract for Special Tax Litigation Counsel
- 15-14 Resolution Authorizing the Award of Fair and Open Contract for Auditing & Accounting Services
- 15-15 Resolution Authorizing the Award of Fair and Open Contract for Bond Attorney
- 15-16 Award of Contract for Professional Services Without Public Bid – Municipal Alliance Coordinator (Pat Kollar)
- 15-17 Award of Contract for Professional Services Without Public Bid – Public Defender (Donald Farino)
- 15-18 Resolution Establishing Vegetative Waste Procedures, Fees and Schedule for 2015
- 15-19 Resolution Appointing a Risk Management Consultant (John Daly/Wells Fargo)
- 15-20 2015 Statewide Insurance Fund Resolution to Join (Renew) the Fund
- 15-21 Statewide Insurance Fund Indemnity and Trust Agreement
- 15-22 Resolution Authorizing the Award of the Fair and Open Contract for a Township Planner (Scarlett Doyle)
- 15-25 Resolution to Reappoint SEC MCDC Initiative Compliance Survey and Continuing Disclosure Agent Services
- 15-26 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
- 15-27 Appointment of a Certified Municipal Registrar and a Deputy Certified Municipal Registrar for the Township of Washington, County of Warren, State of New Jersey

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

A motion was made by Kovacs, seconded by Rossi, to approve Resolutions 15-23 and 15-24.

- 15-23 Resolution Authorizing Execution of Agreement Between the Township of Washington and Hawk Pointe Condominium Association for Winter Maintenance and Street Light Reimbursement.

15-24 Resolution Authorizing Execution of Agreement Between the Township of Washington and Hawk Pointe Property Owners Association for Street Light Reimbursement for the Year 2015.

ROLL CALL: Kovacs, yes; Rossi, yes; Iacobucci, yes; Willan, abstained; Klingel, yes

The Committee discussed funding with K. McCarthy as it relates to Resolution 15-28. A motion was made by Willan, seconded by Kovacs, to approve Resolution 15-28, Resolution by the Township Committee in the Township of Washington, County of Warren and State of New Jersey Authorizing Server Upgrade and Related Equipment and Support, not to exceed \$10,000.

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

Mr. Kovacs stated the Committee previously agreed to give full time employees a pay increase. As there will be a minimum effect on the budget to include part-time employees, he recommends they also receive the same increase. A motion was made by Kovacs, seconded by Iacobucci, to approve Resolution 14-30, 2015 Salary Resolution – Part Time Employees. Mr. Willan discussed the impact on the budget with Mr. Kovacs and the use of part-time employees with Mr. deBoer.

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

A motion was made by Kovacs, seconded by Rossi, to approve Resolution 15-29, 2015 Salary Resolution. Mrs. Iacobucci asked for the percentage of the budget that the total amount of the increases will be. K. McCarthy will provide her with the information. Mr. Willan would like each department to absorb the increase within their budget.

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

APPOINTMENTS TO BOARDS

LAND USE BOARD

Mayor Klingel made the following appointments to the Land Use Board: Theresa Iacobucci as the Class I Member and Mayor's Designee; Evan Howell as a Class II Member; and George Willan as Class III Member all with one year terms ending 12/31/15. Mayor Klingel reappointed Marilyn Sendell as a Class IV Member with a four year term ending 12/31/18. Len Artigliere was moved from the Alternate 1 member to a Class IV member with a four year term ending 12/31/18. Brian McCartharn was moved from the Alternate 2 member to the Alternate 1 member with an unexpired term ending 12/31/15. Mayor Klingel appointed Maureen O'Donnell as the Alternate 2 member with a two year term ending 12/31/16.

RECREATION COMMISSION

Mayor Klingel reappointed Mel Kries to the Recreation Commission with a five year term expiring 12/31/19 and appointed Tim Henderson as the Alternate 1 member with an unexpired term ending 12/31/15.

HISTORICAL PRESERVATION COMMISSION

Mayor Klingel reappointed Waltraud Knudsen and Gregory Terhune as Class C members, each with a four year term ending 12/31/18.

ENVIRONMENTAL COMMISSION

Mayor Klingel reappointed Al Ivany as Chairman of the Environmental Commission for a one year term ending 12/31/15.

APPOINTMENT OF COMMITTEE MEMBERS AS LIAISON TO VARIOUS DEPARTMENTS

Mayor Klingel made the following Committee liaison appointments. A motion was made by Willan, seconded by Rossi, to approve the appointments as made by Mayor Klingel.

Mayor Klingel – Township Administrator, Board of Education/Warren Hills Regional Schools, Township Website/Public Information, Recreation Commission, Police Department, Shared Court, Township Attorney

George Willan - Buildings & Grounds, Code & Construction Office/Construction Official, Department of Public Works, Economic Development, Land Use Board, Public Health Officer, Township Engineer

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

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

Mark Rossi – Affordable Housing/COAH, Board of Education/Washington Township Schools, Emergency Management, Fire District, Historic Preservation Commission, Municipal Alliance, Warren-Morris Council of Governments (Shared Service), Zoning Official

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

NEW BUSINESS

There was no new business at this meeting.

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. Willan stated he is looking forward to the Committee working as well together as they did in 2014. Mayor Klingel agreed.

There were no further comments from the Committee.

ADJOURNMENT

Hearing no further business to come before the Committee, a motion was made by Willan, seconded by Iacobucci, to adjourn the meeting at 10:20 am. All were in favor.

Respectfully submitted,

Anna C. Godfrey, RMC
Township Clerk