

ELSINBORO TOWNSHIP
Reorganization Meeting
January 1, 2017

The Reorganization Meeting was called to order at 11:00 a.m. by Clerk. The requirements of the Sunshine Law had been met by notifying the South Jersey Times within the time prescribed by law. Notice was also posted on the Bulletin Board at the Emergency Management Building.

Present were: Elwell, Elk, Hogate, and Uzdancovics, and several residents.

Lee Ware swore in Doug Hogate for Township Committee. He was congratulated by all.

The next order of business was nomination for Mayor by the Township Committee. Committeeman Elk nominated Sean Elwell for Mayor. This was seconded by Hogate. There were no other nominations, therefore, nominations were closed.

Roll Call Vote Elk - Aye Elwell - Aye Hogate - Aye

Mayor Elwell was congratulated by all and took the Mayor's seat.

Mayor Elwell requested a motion to dispense with the reading of minutes from the previous meeting and to approve as previously submitted. Motion was made by Elk and seconded by Hogate.

Roll Call Vote - Elk - Aye Elwell - Aye Hogate - Aye

Mayor Elwell asked the Clerk to proceed with the resolutions.

The following resolutions were presented by the Clerk for approval:

RESOLUTION (2017-1)

WHEREAS, the Elsinboro Township Committee has met for its reorganization meeting for the year 2017;

NOW, THEREFORE, BE IT RESOLVED that JOHN J. ELK be appointed Deputy Mayor of the Township of Elsinboro; and

BE IT RESOLVED that IDA FORREST be appointed Deputy Tax Collector of the Township of Elsinboro; and

BE IT FURTHER RESOLVED that IDA FORREST be appointed Officer to Issue Certificates as to Tax Liability in Elsinboro Township; and

BE IT RESOLVED that MARTY R. UZDANOVICS be appointed Officer to Issue Certificates as to Liability for Assessments; and

BE IT RESOLVED that JENNIFER JOHNSON be appointed School Crossing Guards for the Township of Elsinboro; and

BE IT RESOLVED that ANDY HOGLEN be appointed Zoning Officer for the Township of Elsinboro; and

BE IT RESOLVED that BETTY JEAN EBY be appointed Secretary to the Board of Health of Elsinboro Township; and

BE IT RESOLVED that LEE LARK SR. be appointed Township Historian for the Township of Elsinboro; and

BE IT RESOLVED that EDMUND H. SHIMP, JR. be appointed Dog License Registrar; and

BE IT RESOLVED that EDMUND H. SHIMP, JR. be appointed to Take Dog Census for the Township of Elsinboro; and

BE IT RESOLVED that DOUGLAS HOGATE be appointed American Disability Act (ADA) Compliance Officer for Elsinboro Township; and

BE IT ALSO RESOLVED that GEORGE PARRIS be appointed Emergency Management Coordinator for Elsinboro Township for a 3 year term ending 12/31/19; and

BE IT ALSO RESOLVED that ROBERT KLEIN be appointed Deputy Emergency Management Coordinator for Elsinboro Township for a one year term; and

BE IT ALSO RESOLVED that MARTY R. UZDANOVICS be appointed Public Agency Compliance Officer in Elsinboro Township; and

BE IT ALSO RESOLVED that ESTHER MITCHELL be appointed Deputy Registrar for Elsinboro Township for a one year term; and

BE IT ALSO RESOLVED that BETHANY HARRIS AND CONNIE MCALLISTER be appointed Municipal Alliance CO-Chairmen for 2017

Motion to approve **Elk - Aye** **Elwell - Aye** **Hogate - Aye**

RESOLUTION No. (2017-2)

RESOLUTION AUTHORIZING MEETING DATES AND TIMES

BE IT RESOLVED by the Township Committee of the Township of Elsinboro that its regular meetings for the year 2017 shall be held at the Emergency Management Building, 619 Salem/Ft.Elfsborg Road, Elsinboro Township, New Jersey, beginning at 7:00pm on the first Monday of each month except September, it will be the first Wednesday after the first Monday, reorganization will be Monday, January 1, 2018; and

BE IT FURTHER RESOLVED the meetings for MAPSA will be on the first Wednesday at 5pm for the months of February, May, September, and November, and

BE IT FURTHER RESOLVED the Board of Health meetings will be held the first Monday of February, May, August and November at 6:30pm in the Emergency Management building, and

BE IT FURTHER RESOLVED that South Jersey Times be designated as the official newspaper to receive a copy of this Resolution and that a copy of same be sent to said newspaper; and

BE IT FURTHER RESOLVED that a copy of this Resolution be posted and remain posted on the Bulletin Board at the Emergency Management Building, Salem/Ft. Elfsborg Road, Elsinboro Township, New Jersey.

Motion to approve **Elk - Aye Elkwell - Aye Hogate - Aye**

RESOLUTION No. (2017-3)

RESOLUTION AUTHORIZING DESIGNATED DEPOSITORIES FOR ELSINBORO TOWNSHIP

WHEREAS, the Elsinboro Township Committee has met for its Reorganization Meeting for the year 2017;

NOW, THEREFORE, BE IT RESOLVED that the following shall be the depositories for all township accounts which are subject to the control of the Township Committee:

1. Sun National Bank
2. Fulton Bank
3. Franklin Savings Bank
4. T. D. Bank
5. Harvest Bank

BE IT FURTHER RESOLVED that the Custodians shall be John Willadsen, Chief Financial Officer, Joanne Marone Edy, Tax Collector, Ida Forrest, Deputy Tax Collector, Edmund H. Shimp, Jr. Animal Control Officer, and Marty R. Uzdancovics, Municipal Clerk.

Motion to approve **Elk - Aye Elkwell - Aye Hogate - Aye**

RESOLUTION (2017-4)

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR
AND OPEN CONTRACT FOR AUDITOR**

WHEREAS, the Township of Elsinboro has a need to acquire an auditor as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A20.4 or 20.5 as appropriate; and

WHEREAS, the Certified Municipal Finance Officer of the Township has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is one year and may be extended as approved by this governing body; and

WHEREAS, Nightlinger, Colavita and Volpa, P.A. has submitted a proposal January 1, 2017 indicating they will provide the Auditor Services for the auditing and other accounting services for the proposed price of \$24,235. 00; and

WHEREAS, Nightlinger, Colavita and Volpa, P. A. Has completed and submitted a Business Entity Disclosure Certification which certifies that Nightlinger, Colavita and Volpa, P.A. has not made any reportable contributions to a political or candidate committee in the name of the elected officials in the previous one year, and that the contract will prohibit Nightlinger, Colavita and Volpa, PA from making any reportable contributions through the term of the contract; and

WHEREAS, the Township has complied with the requirements regarding certification of the availability of funds -NJAC 5:30-5.4 whereby the Certified Municipal Finance Officer has certified the availability of funds.

NOW, THEREFORE, BE IT RESOLVED, that The Township Committee of the Township of Elsinboro authorizes the Mayor and Township Clerk to enter into a contract with Nightlinger, Colavita and Volpa, P.A. as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED, that a copy of this resolution shall be published in the South Jersey Times Newspaper within (10) days of its passage

Motion to approve Elk - Aye Elwell - Aye Hogate – Abstain

**RESOLUTION NO. 2017-05
RESOLUTION AUTHORIZING AGREEMENT WITH KARIN WOOD, ESQUIRE FOR
PROFESSIONAL SERVICES**

WHEREAS, pursuant to applicable Statutory Law, Elsinboro Township requires legal services; and

WHEREAS, Karin Wood has agreed to provide said legal services for the sum of \$150.00 per hour payable by the Elsinboro Township; and

NOW THEREFORE, BE IT RESOLVED, on this 1st day of January 2017 by Elsinboro Township, as follows:

1. The Mayor and the Clerk are hereby authorized and directed to execute the attached agreement between Karin Wood and Elsinboro Township.
2. This Contract is awarded without competitive bidding as a professional service in accordance with N.J.S.A 40A:11-5(a)(a) of the Local Public Contracts Law as Karin Wood is an attorney at law licensed to practice in the State of New Jersey.
3. A notice of this action shall be printed once in the official newspaper of the Township of Elsinboro.

Motion to approve **Elk - Aye Elwell - Aye Hogate - Aye**

**RESOLUTION NO. 2017-06
RESOLUTION AUTHORIZING AGREEMENT WITH EDMUND SHIMP FOR
ANIMAL CONTROL SERVICES**

WHEREAS, pursuant to applicable Statutory Law, Elsinboro Township requires Animal Control Services; and

WHEREAS, Edmund Shimp as agreed to provide said Animal Control services for the sum of \$2800.00 per year payable by the Elsinboro Township; and

NOW THEREFORE, BE IT RESOLVED, on this 1st day of January, 2017, by the Elsinboro Township, as follows:

1. The Mayor and the Clerk are hereby authorized and directed to execute the attached agreement between Edmund Shimp and Elsinboro Township.
2. This Contract is awarded without competitive bidding as a professional service in accordance with N.J.S.A 40A:11-5(a)(a) of the Local Public Contracts Law as Edmund Shimp is an Animal Control Officer licensed to practice in the State of New Jersey.
3. A notice of this action shall be printed once in the official newspaper of the Township of Elsinboro.

Motion to approve **Elk - Aye Elwell - Aye Hogate - Aye**

**RESOLUTION NO. 2017-07
RESOLUTION AUTHORIZING MAYORS APPOINTMENTS**

WHEREAS, the Elsinboro Township Committee has met for its reorganization meeting for the year 2017;

NOW, THEREFORE, BE IT RESOLVED that the Mayor appoints the following committees:
(First name indicates Chair of Committee)

Emergency Management Comm. - Hogate – Elwell – Elk
Community Development/Green Team – Elwell - Hogate - Elk - Uzdanicovics
Township Roads - Elk – Elwell – Hogate
Board of Health - Elwell – Elk – Hogate
Insurance - Hogate – Elk – Elwell - Willadsen - Uzdanicovics
Administration - Elwell – Elk – Hogate

NOW, THEREFORE, BE IT RESOLVED that the Mayor appoints the following Liasons:

Municipal Alliance - Elwell
TOLACEM - Elk
Police Department - Elwell

Planning Board

One year term to 12-31-2017 - Sean Elwell
- Jack Elk
- George Parris

Full Term Expiring 12-31-2020 - Kurt Kaufman

Alternates to Planning Board

Two Year Term to 12-31-2018 -Ken Brown Alt #1
-Michael Khairzada Alt #3

Motion to approve Elk - Aye Elwell - Aye Hogate – Aye

**RESOLUTION 2017-08
TEMPORARY BUDGET**

WHEREAS, N. J. S. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2017 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January, 2017; and

WHEREAS, the total appropriations in the 2016 budget, exclusive of any appropriations made for interest and dept redemption charges and capital improvement fund is the sum of **\$752,170.91**; and

WHEREAS, 26.25% of the total appropriations in the 2016 budget, exclusive of any appropriations made for interest and dept redemption charges and capital improvement fund in said 2016 budget is the sum of **\$197,444.86**;

NOW, THEREFORE, BE IT RESOLVED that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his records:

BE IT FURTHER RESOLVED that the Clerk shall be authorized to read the budget entries by total amount appropriating **\$143,976.49**, exclusive of any appropriations made for the payment of interest and debt redemption charges and capital improvement fund. A copy of this Resolution setting forth each line item shall be made available through the Clerk for public review.

CURRENT FUND

General Administration

Other Expense 918.75

Township Clerk

Salaries and Wages: 262.50
Other Expenses 5,118.75

**Mayor and Township
Committee**

Salaries and Wages: 4,209.98
Other Expenses 1,181.25

Finance Administration

Salaries & Wages 2,794.31
Other Expenses 236.25

**Tax Assessment
Administration**

Salaries & Wages 3,003.00
Other Expenses 262.50

Revenue Administration (Tax Collection)

Salaries & Wages 5,343.19
Other Expenses 1,890.00

Legal Services and Costs

Other Expenses 1,500.00

**Engineering Services and
Costs**

Other Expenses 2,000.00

Land Use Law Administration

Salaries and Wages 315.00
Other Expenses 1,260.00

Zoning Officer

Salaries & Wages	674.63
Other Expenses	
Insurance	
Other Expenses	15,000.00
Aid to Volunteer Fire Company	
Other Expense	
Police	
Salaries and Wages	626.33
Other Expenses	25,725.00
Office of Emergency Management	
Salaries and Wages	1,265.51
Other Expenses	
<u>PUBLIC WORKS FUNCTION</u>	
Buildings and Grounds	
Salaries and Wages	787.50
Other Expenses	7,481.25
Street and Roads	
Other Expenses	10,000.00
Solid Waste Collection	
Other Expenses	17,325.00
Recycling	
Other Expenses	9,187.50
<u>Utility Expenses</u>	
Street Lighting	
Other Expenses	3,937.50
Landfill Solid Waste Disposal	
Other Expenses	7,831.69
<u>HEALTH AND HUMAN SERVICES FUNCTIONS</u>	
Board of Health	
Salaries and Wages	267.49
Dog Regulation	
Other Expenses	1,575.00
<u>CODE ENFORCEMENT ADMINISTRATION</u>	
Salaries and Wages	3,362.63
Other Expenses	472.50

STATUTORY EXPENDITURES

Contribution to Social Security	2,026.50
Contribution to PERS	5,135.00

TOTAL BEFORE CAPITAL & DEBT SERVICE APPROPRIATIONS 142,976.49

CAPITAL

Capital Improvement Fund	1,000.00
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TOTAL APPROPRIATIONS 143,976.49

Motion to approve by Elk - Aye Elwell - Aye Hogate - Aye

Mayor-Requests motion to adjourn Reorganization Meeting at 11:15am

Motion to approve - Elk - Aye Elwell - Aye Hogate - Aye

*******REGULAR MEETING FOR JANUARY TO FOLLOW*******