

Reorganization Meeting
January 1, 2022

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 Elsinboro Municipal Building.

Present were: Elwell, McCallister, Hogate, Uzdancovics, Solicitor Trunk and several residents.

Sean Elwell was sworn in for Township Committee. He was congratulated by all.

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

Roll Call Vote McAllister- 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 McAllister and seconded by Hogate.

Roll Call Vote - McAllister- Aye Elwell - Aye Hogate - Aye

RESOLUTION (2022-01)

WHEREAS, the Elsinboro Township Committee has met for its reorganization meeting for the year 2022;

NOW, THEREFORE, BE IT RESOLVED that Joseph McAllister 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, Housing and Construction official 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 MICHAEL KHAIRZADA be appointed Emergency Management Coordinator for Elsinboro Township for a three year term (01/01/2022 – 12/31/2024); and

BE IT ALSO RESOLVED that GEORGE MAY be appointed Deputy Emergency Management Coordinator for Elsinboro Township for a one year term (01/01/2022-12/31/2022); and

BE IT ALSO RESOLVED that SEAN ELWELL be appointed Clean Communities Coordinator; and

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

BE IT ALSO RESOLVED that BETTY JEAN EBY be appointed part time Secretary

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

Motion McAllister Second Hogate 3 RCV

**RESOLUTION No. (2022-02)
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 2022 shall be held at 7:00pm on the first Monday of each month except September TBA, reorganization will be January 1, 2023; and

BE IT FURTHER RESOLVED the meetings for MAPSA will be on the first Wednesday (unless there's a holiday) at 5pm, January 5, March 2, May 4, September 7 and December 7; 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 Elsinboro Municipal Building, and

BE IT FURTHER RESOLVED that South Jersey Times and Elmer 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 McAllister Second Hogate RCV 3 yes

RESOLUTION NO. (2022-03)
RESOLUTION AUTHORIZING DESIGNATED DEPOSITORIES FOR ELSINBORO TOWNSHIP

WHEREAS, the Elsinboro Township Committee has met for its Reorganization Meeting for the year 2022;

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

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

Motion McAllister Second Hogate 3 RCV

RESOLUTION (2022-04)
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, 2022 indicating they will provide the Auditor Services for the auditing and other accounting services for the proposed price of \$ 27,400.00; 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 McAllister Second Hogate 3 RCV

**RESOLUTION NO. 2022-05
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 \$3200.00 per year payable by the Elsinboro Township; and

NOW THEREFORE, BE IT RESOLVED, on this 1st day of January, 2022, 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 McAllister Second Hogate 3 RCV

**RESOLUTION NO. 2022-06
RESOLUTION AUTHORIZING MAYORS APPOINTMENTS**

WHEREAS, the Elsinboro Township Committee has met for its reorganization meeting for the year 2022;

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

(First name indicates Chair of Committee)

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

NOW, THEREFORE, BE IT RESOLVED that the Mayor appoints the following;

improvement fund in said 2021 budget is the sum of **210,261.20**;

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 **\$158,475.00**, 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 919.00

Township Clerk

Salaries and Wages: 263.00
Other Expenses 6,038.00

Mayor and Township Committee

Salaries and Wages: 4,627.00
Other Expenses 1,969.00

Finance Administration

Salaries & Wages 3,085.00
Other Expenses 237.00

Tax Assessment Administration

Salaries & Wages 3,315.00
Other Expenses 263.00

Revenue Administration (Tax Collection)

Salaries & Wages 6,161.00
Other Expenses 1,943.00

Legal Services and Costs

Other Expenses 2,100.00

Engineering Services and Costs

Other Expenses 2,000.00

Land Use Law Administration

Salaries and Wages 315.00
Other Expenses 1,575.00

Zoning Officer

Salaries & Wages 744.00
Other Expenses

Insurance

Other Expenses 20,085.00

Aid to Volunteer Fire Company

Other Expense

Police

Salaries and

Wages

587.00

Other Expenses

29,400.00

Office of Emergency Management

Salaries and

Wages

1,232.00

Other Expenses

PUBLIC WORKS FUNCTION**Buildings and Grounds**

Salaries and

Wages

1,064.00

Other Expenses

5,250.00

Street and Roads

Other Expenses

10,000.00

Solid Waste Collection

Other Expenses

17,850.00

Recycling

Other Expenses

9,712.00

Utility Expenses**Street Lighting**

Other Expenses

5,513.00

Landfill Solid Waste Disposal

Other Expenses

8,768.00

HEALTH AND HUMAN SERVICES FUNCTIONS**Board of Health**

Salaries and

Wages

172.00

Dog Regulation

Other Expenses

2,363.00

CODE ENFORCEMENT ADMINISTRATION

Salaries and

Wages

3,953.00

Other Expenses

473.00

STATUTORY EXPENDITURES

Contribution to Social Security

2,223.00

Contribution to PERS

4,276.00

**TOTAL BEFORE CAPITAL & DEBT
SERVICE APPROPRIATIONS**

158,475.00

CAPITAL

Capital Improvement Fund

1,000.00

TOTAL APPROPRIATIONS

159,475.00

Motion McAllister Second Hogate 3 RCV

**RESOLUTION (2022-09)
RESOLUTION TO APPOINT FUND COMMISSIONER FOR MUNICIPAL JOINT
INSURANCE FUND**

WHEREAS, the Township of Elsinboro is a member of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and

WHEREAS, the Bylaws for the FUND require that each Municipality appoint a member of the governing body or a municipal employee to serve as Fund Commissioner; and

WHEREAS, the Township Committee of Township of Elsinboro recommends the appointment of Douglas Hogate to serve as Fund Commissioner in accordance with the FUND Bylaws; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Township of Elsinboro that it does hereby appoint Douglas Hogate as Fund Commissioner to the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund.

Motion McAllister Second Hogate 3 RCV

**RESOLUTION (2022-10)
RESOLUTION TO APPOINT ALTERNATE FUND COMMISSIONER FOR
MUNICIPAL JOINT INSURANCE FUND**

WHEREAS, the Township of Elsinboro is a member of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and

WHEREAS, the Bylaws for the FUND require that in the manner generally prescribed by law, each Member shall be permitted to appoint an Alternate Fund Commissioner to the fund. The Alternate Fund Commissioner shall be either a member of the local unit's governing body or one of its employees and shall represent the Member in the absence of the Fund Commissioner; and

WHEREAS, N.J.A.C 11:15-2.6 states that an Alternate Fund Commissioner who is a member of the appointing local unit's governing body, shall hold office for two years or for the remainder of his/her term of office as a member of the local unit's governing body, whichever shall be less; and

WHEREAS, N.J.A.C 11:15-2.6 states that an Alternate Fund Commissioner who is an employee of the appointing Member shall hold office at the pleasure of the Member and can be removed by the Member at any time without cause; and

WHEREAS, the Township Committee of Township of Elsinboro recommends the appointment of Joseph McAllister to serve as Alternate Fund Commissioner in accordance with the FUND Bylaws; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Township of Elsinboro that it does hereby appoint Joseph McAllister as Alternate Fund Commissioner to the

**RESOLUTION
RISK MANAGEMENT CONSULTANT
GLOUCESTER, SALEM, CUMBERLAND COUNTIES
MUNICIPAL JOINT INSURANCE FUND
2022-11**

WHEREAS, the Governing Body of Elsinboro Township is a member of the **Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund**, a self insurance pooling fund, and;
WHEREAS, the Bylaws of said Fund require that each municipality appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the Bylaws and;

WHEREAS, the Bylaws indicate a fee **Not To Exceed** six percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the governing body and;

WHEREAS, NJSA 40A:11-5 (1) (m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspecifiable service; and

WHEREAS, the experience, knowledge of public insurance and risk management issues and judgmental nature required of a Risk Management Consultant are clearly an extraordinary unspecifiable service which therefore render competitive bidding impractical;

NOW THEREFORE, be it resolved that the governing body of Elsinboro Township does hereby appoint Young Insurance Co. as its Risk Management Consultant in accordance with 40A:11-5 and;

BE IT FURTHER RESOLVED that the governing body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1), (a), (i).

**RESOLUTION FOR THE OFFICE OF THE TAX COLLECTOR
FOR THE YEAR 2022
RESOLUTION (2022 - 12)**

WHEREAS, the Township of Elsinboro is able to set policies and procedures for the office of the Tax Collector that allows for the best fiscal interest of the municipality,

NOW, THEREFORE, BE IT RESOLVED, that the Tax Collector, is hereby authorized and directed to the following:

1. Interest on taxes shall be 8% on the first \$1,500 of the delinquency and 18% on all subsequent delinquency until the account is paid in full. All accounts have a 10 day grace period during each quarter when taxes are due.
2. No year end penalty will be charged to any accounts that have a \$10,000 or more balance on 12/31/2022.
3. A tax sale of all delinquent accounts for the 2021 Municipal Taxes will be held no later than March 30, 2022.

4. Delinquent tax accounts in the amount of +/- \$5.00 may, at the discretion of the tax collector be canceled prior to the tax sale.
5. Return checks for insufficient funds will be assessed the return check charge of \$20.00
6. Any payments for the redemption of Tax Sale Certificates must be submitted via certified funds (cash, money order, or certified checks).
7. Certificates of Redemption shall be issued for a fee of \$25.00.

Motion McAllister Second Hogate 3 RCV

MOTION TO APPROVE Joseph McAllister for Solid Waste Council 2022

Motion McAllister Second Hogate 3 RCV

MOTION TO APPROVE Junk Yard License for Holladays

Motion McAllister Second Hogate 3 RCV

Mayor addressed the public with another great speech.

Open to Public Comment

Eddie Biddle said the committeemen are great roll models and he is proud they are Elsinboro's Township Committee

Date of Next Regular Meeting: February 7, 2022

Motion for Adjournment made by McAllister Second Hogate 3 RCV