Oldmans Township Committee

Reorganization Meeting Minutes

January 7, 2016

The annual reorganization meeting of the Oldmans Township Committee was held as an emergency meeting on January 7, 2016. Meeting was called to order by Municipal Clerk Melinda Taylor at 7:00 pm. This meeting was held in compliance with the Sunshine Law. All joined in the Pledge of Allegiance.

The Municipal Clerk gave the Oath of Office to Anthony Musumeci.

Members Present: George Bradford, Anthony Musumeci, Dean Sparks

**Resolution 2016-01** Designation of Mayor

Mr. Bradford nominated himself; there was no second motion. Mr. Musumeci nominated Dean Sparks which was seconded by Dean Sparks.

Roll call vote:

George Bradford No

Anthony Musumeci Yes

Dean Sparks Yes

Motion carries with 2- ayes and 1-no.

**Resolution 2016-02** Designation of Deputy Mayor

 Mr. Sparks nominated George Bradford, Mr. Bradford seconded and all agreed.

**Resolution 2016-03** Schedule of Regular Township Committee Meetings for 2016

Mr. Bradford made a motion to approve, Mr. Musumeci seconded and all agreed.

PROFESSIONAL SERVICES:

**Resolution 20165-04** Township Solicitor – Niki Trunk

 Mr. Sparks made a motion to approve, Mr. Musumeci seconded and all agreed.

**Resolution 2016-05** Township Auditor – Ball, Buckley & Seher

 Mr. Sparks made a motion to approve, Mr. Bradford seconded and all agreed.

**Resolution 2016-06** Special Planner – Louis C. Joyce d/b/a LCJPP, LLC

 Mr. Bradford made a motion to approve, Mr. Sparks seconded and all agreed.

**Resolution 2016-07** Township Engineer- Thomas Tedesco

Mr. Bradford made a motion to approve, Mr. Musumeci seconded and all agreed.

**Resolution 2016-08** Conflict Engineer – John Bickel

 Mr. Bradford made a motion to approve, Mr. Sparks seconded and all agreed.

**Resolution 2016-09** Grantsman - Mark Blauer d/b/a Blauer Associates

 Mr. Bradford made a motion to approve, Mr. Sparks seconded and all agreed.

**Resolution 2016-10** Animal Shelter – Ron’s Animal Shelter

Mr. Musumeci made a motion to approve, Mr. Bradford seconded and all agreed.

**Resolution 2016-11** Animal Control Officer – Ned Shimp

 Mr. Sparks made a motion to approve, Mr. Bradford seconded and all agreed.

**Resolution 2016-12** Auburn Water Superintendent – Environmental & Technical Services LLC

 Mr. Bradford made a motion to approve, Mr. Sparks seconded and all agreed.

**Resolution 2016-13** Risk Management Consultant – JIF – Connor Strong

Mr. Bradford made a motion to table this resolution, Mr. Sparks seconded and all agreed.

**Resolution 2016-14** JIF Fund Commissioner and Alternate Commissioner – Bill Slusser/James Nipe

Mr. Bradford made a motion to approve, Mr. Sparks seconded and all agreed.

FINANCE OFFICE:

**Resolution 2016-15** Authorized Persons to Draw Funds

Mr. Bradford made a motion to approve, Mr. Musumeci seconded and all agreed.

**Resolution 2016-16** Bank Depositories for all Township Accounts

Mr. Bradford made a motion to approve, Mr. Musumeci seconded and all agreed.

**Resolution 2016-17** Officials Designated to have Access to the Safe Deposit Box at Pennsville National Bank

Mr. Musumeci made a motion to approve, Mr. Bradford seconded and all agreed.

**Resolution 2016-18** Oldmans Township Treasurer and Auburn Water Treasurer – James Hackett

 and Deputy Treasurer – Wendy Williams

Mr. Bradford made a motion to approve, Mr. Musumeci seconded and all agreed.

**Resolution 2016-19** PERS Certifying Personnel – James Hackett, Certifying Supervisor

and Wendy Williams, Certifying Officer

Mr. Musumeci made a motion to approve, Mr. Bradford seconded and all agreed.

**Resolution 2016-20** Cash Management Plan

Mr. Hackett explained that a cash management plan is a requirement of the State on how the municipality invest its funds.

 Mr. Bradford made a motion to approve, Mr. Sparks seconded and all agreed.

**Resolution 2016-21** Fee for Returned Check

 Mr. Sparks made a motion to approve, Mr. Bradford seconded and all agreed.

TAX COLLECTOR OFFICE:

**Resolution 2016-22** Tax Search Officer – Anne Deeck

 Mr. Bradford made a motion to approve, Mr. Sparks seconded and all agreed.

**Resolution 2016-23** Interest to be Collected on Delinquent Taxes for the Year 2016

Mr. Bradford made a motion to approve, Mr. Musumeci seconded and all agreed.

**Resolution 2016-24** Fee for Tax Sale Redemption Calculations

Mr. Bradford made a motion to approve, Mr. Sparks seconded and all agreed.

ADMINISTRATIVE:

**Resolution 2016-25** Municipal Improvement Search Officer – Melinda Taylor

Mr. Bradford made a motion to approve, Mr. Musumeci seconded and all agreed.

**Resolution 2016-26** Public Agency Compliance Officer – Niki Trunk

This is a statutory requirement; office must insure that municipality is compliant with state laws.

 Mr. Sparks made a motion to approve, Mr. Bradford seconded and all agreed.

**Resolution 2016-27** Mandatory Source Separation and Recycling Act – Cynthia Dalessio

 Mr. Bradford made a motion to approve, Mr. Sparks seconded and all agreed.

**Resolution 2016-28** Clean Communities Coordinator – Harry Moore

 Mr. Bradford made a motion to approve, Mr. Sparks seconded and all agreed.

**Resolution 2016-29** Emergency Management Coordinator – Jeffrey Newman

Mr. Bradford made a motion to approve, Mr. Musumeci seconded and all agreed.

**Resolution 2016-37** Emergency Meeting Notification

Mr. Bradford made a motion to approve, Mr. Musumeci seconded and all agreed.

**Mayoral One Year Appointments for 2016**

Assistant to Construction Official Melinda Taylor

Crossing Guards George Bradford & George St. John

Crossing Guard Substitutes James Nipe, Mike Ware, Melinda Taylor, Ken Coles and Nicole Sholders

Dog Census James Nipe

Dog Registrar Melinda Taylor

Deputy Emergency Management Coordinator Vacancy

Environmental Chair Sam Guida

Housing Officer Hubert Layton

Deputy Housing Officer Melinda Taylor

JIF Safety Coordinator James Nipe

JIF Claims Coordinator Melinda Taylor

Municipal Housing Liaison Melinda Taylor

Municipal Housing Finance Officer James Hackett

Oldmans Twp. Recreation & Activities Dir. Gary Moore

Public Works Director James Nipe

Public Works Employee Assistant Mike Ware, Ken Coles

Recycling Inspector James Nipe

Township Representative to Salem County Thomas B. (Brad) Holmes

 Advisory Solid Waste Council

Tax Collector Assistant Melinda Taylor,

Zoning Officer Melinda Taylor

Mr. Bradford made a motion to approve the appointments, Mr. Sparks seconded and all agreed.

**Mayoral Appointment(s) to Planning Board**

Dean Sparks Class I 1 year term - Mayor

Anthony Musumeci Class III 1 year term – Member of Governing Body

Cordy Taylor Class IV (alternate #3) 2 year term

Dan Daly Class IV (alternate #4) 1 year term – Current School Board Member

Melinda Taylor Class II 1 year term - Municipal Member

Mr. Bradford made a motion to approve the appointments, Mr. Musumeci seconded and all agreed.

**Mayoral Appointments to Working Subcommittees**

**George W. Bradford**

Auburn Water

Buildings & Grounds

Court

First Aid Squad

Personnel

Taxes

**Anthony Musumeci**

Fire Companies

Landfill

Public Works/Streets & Roads

Recreation

School Board

**Dean Sparks**

Construction Dept.

Drainage & Ditches

Finance Dept.

Freeholder Liaison

Municipal Alliance

Recycling & Sanitation

Mr. Bradford made a motion to approve, Mr. Musumeci seconded and all agreed.

PUBLIC COMMENT

Julie Acton - Thanked the Committee for their service. Stated communication is a key component to a successful committee.

CLOSED TO THE PUBLIC

There being no further business, on a motion from Mr. Bradford, seconded by Mr. Musumeci and agreed to by all, meeting was adjourned at 7:00.

Respectfully Submitted,

Melinda Taylor,

Municipal Clerk