Oldmans Township Committee

Reorganization Meeting Minutes

January 4, 2017

The annual reorganization meeting of the Oldmans Township Committee was held as an emergency meeting on January 4, 2017. Meeting was called to order by Municipal Clerk Melinda Taylor at 6:30 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 George Bradford

Members Present: George Bradford and Dean Sparks. Anthony Musumeci via conference call.

**Resolution 2017-01** 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 Yes

Anthony Musumeci Yes

Dean Sparks Yes

Mr. Sparks was sworn in as Mayor.

**Resolution 2017-02** Designation of Deputy Mayor

Mr. Sparks nominated George Bradford, Mr. Musumeci seconded.

Roll call vote:

George Bradford Yes

Anthony Musumeci Yes

Dean Sparks Yes

Mr. Bradford was sworn in as Deputy Mayor

**Resolution 2017-03** Schedule of Regular Township Committee Meetings for 2017

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

PROFESSIONAL SERVICES:

**Resolution 2017-04** Township Solicitor – Niki Trunk

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

**Resolution 2017-05** Township Auditor – Ball, Buckley & Seher

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

**Resolution 2017-06** Special Planner – Louis C. Joyce d/b/a LCJPP, LLC

Mr. Bradford made a motion to approve, Mr. Musumeci seconded and both agreed. Mr. Sparks voted No.

**Resolution 2017-07** Township Engineer- Thomas Tedesco

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

**Resolution 2017-08** Conflict Engineer –

This resolution was tabled.

**Resolution 2017-09** Grantsman - Mark Blauer d/b/a Blauer Associates

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

**Resolution 2017-10** Animal Shelter – Ron’s Animal Shelter

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

**Resolution 2017-11** Animal Control Officer – Ned Shimp

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

**Resolution 2017-12** Auburn Water Superintendent – Environmental & Technical Services LLC

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

**Resolution 2017-13** Risk Management Consultant – JIF – Connor Strong & Buckalew

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

**Resolution 2017-14** JIF Fund Commissioner and Alternate Commissioner

This resolution was tabled until January 11, 2017 regular meeting.

FINANCE OFFICE:

**Resolution 2017-15** Authorized Persons to Draw Funds

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

**Resolution 2017-16** Bank Depositories for all Township Accounts

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

**Resolution 2017-17** Officials Designated to have Access to the Safe Deposit Box at Pennsville National Bank

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

**Resolution 2017-18** 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 2017-19** PERS Certifying Personnel – James Hackett, Certifying Supervisor

and Wendy Williams, Certifying Officer

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

**Resolution 2017-20** 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. Musumeci seconded and all agreed.

**Resolution 2017-21** Fee for Returned Check

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

**Resolution 2017-30** Temporary Budget Appropriation for 2017

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

TAX COLLECTOR OFFICE:

**Resolution 2017-22** Tax Search Officer – Anne Deeck

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

**Resolution 2017-23** Interest to be Collected on Delinquent Taxes for the Year 2017

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

**Resolution 2017-24** Fee for Tax Sale Redemption Calculations

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

ADMINISTRATIVE:

**Resolution 2017-25** Municipal Improvement Search Officer – Melinda Taylor

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

**Resolution 2017-26** Public Agency Compliance Officer – Niki Trunk

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

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

**Resolution 2017-27** Mandatory Source Separation and Recycling Act – Cynthia Dalessio

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

**Resolution 2017-28** Clean Communities Coordinator – Harry Moore

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

**Resolution 2017-29** Deputy Registrar – Cynthia Dalessio

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

**Mayoral One Year Appointments for 2017**

Assistant to Construction Official Melinda Taylor

Crossing Guards Tabled until January 11, 2017 Regular Meeting

Crossing Guard Substitutes James Nipe, Mike Ware, Melinda Taylor and Nicole Sholders and Amber Chiu

Dog Census James Nipe

Dog Registrar Melinda Taylor

Deputy Emergency Management Coordinator Justin Adams

Emergency Services Administrator Jeff Newman

(Two Year Term – Expires 12/31/2018)

Environmental Chair Sam Guida

Housing Officer Hubert Layton

Deputy Housing Officer Melinda Taylor and Kasey Carmer

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. Position removed as an appointment

Public Works Director James Nipe

Public Works Employee Assistant Mike Ware, Ken Cole

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. Musumeci seconded and all agreed.

**Mayoral Appointments to Working Subcommittees**

**George W. Bradford**

Auburn Water

Buildings & Grounds

Construction Dept.

Court

First Aid Squad

Personnel

Taxes

**Anthony Musumeci**

Fire Companies

Landfill

Public Works/Streets & Roads

Recreation

School Board Liaison

**Dean Sparks**

Drainage & Ditches

Finance Dept.

Freeholder Liaison

Municipal Alliance

Recycling & Sanitation

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

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

There were no appointments to the Planning Board at this time. Mr. Sparks requested additional time. Appointments to the Planning Board will be discussed at the January 11, 2017 meeting.

PUBLIC COMMENT: None

There being no further business, on a motion from Mr. Bradford, seconded by Mr. Musumeci and agreed to by all, meeting was adjourned at 7:15.

Respectfully Submitted,

Melinda Taylor,

Municipal Clerk