

TOWNSHIP COMMITTEE MINUTES
REORGANIZATION MEETING
JANUARY 2, 2016

The Reorganization Meeting of the Township Committee of the Township of Bordentown was held in the Main Meeting Room in the Municipal Building.

PRESENT: Mayor Jill Popko
Deputy Mayor Stephen Benowitz
Committeeman James Cann
Committeeman Eric Holliday
Township Clerk Colleen M. Eckert
Chief of Police Frank M. Nucera, Jr.
Chief Financial Officer David Kocian

ABSENT: Committeeman Richard Carson

Township Clerk Eckert called the meeting to order at approximately 12:09 p.m.

Deacon Thomas Shea, St. Mary's Catholic Church, Bordentown, NJ, gave the Invocation.

Bruce Hill led the Salute to the Flag.

Singing of the National Anthem and God Bless America was led by Retired Command Master Chief, U.S. Navy, Joseph Eppolito,

Township Clerk Eckert asked for a Moment of Silence.

Township Clerk Eckert took roll call and declared a quorum. She then gave the Uniform Fire Code Announcement and read the Open Public Meeting Announcement.

In compliance with the Open Public Meetings Act, adequate notice of this meeting was provided in the following manner:

On December 22, 2015, advance written notice of this meeting was posted on the bulletin board opposite the main entrance to the meeting room in the Municipal Building, was faxed to the BURLINGTON COUNTY TIMES and THE TIMES, was filed with the Clerk of Bordentown Township, and was mailed to all persons who requested and paid for such notice.

The proceedings of this meeting, which are open to the public, are being electronically recorded. Requisite minutes are kept for all meetings, whether open or closed to the public.

At this time, Mrs. Ellen Benowitz administered the Ceremonial Oath of Office to Stephen Benowitz as Member of the Township Committee.

At this time, Assemblyman Herb Conaway administered the Oath of Office to Eric Holliday as Member of the Township Committee.

Township Clerk Eckert asked the Township Committee for a nomination and second for the office of Mayor for the year 2016.

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At this time, Committeeman Cann nominated Jill Popko for the Office of Mayor for the year 2016; seconded by Committeeman Holliday.

AYE: Committeeman Benowitz, Committeeman Cann, Committeeman Holliday, Committeewoman Popko

NAY: None

ABSENT: Committeeman Carson

At this time, the Honorable Philip Allen Borow administered the Oath of Office to Jill Popko as Mayor.

(Former Mayor) James Cann passed the Mayor's Gavel to 2016 Mayor of Bordentown Township, Jill Popko.

Mayor Popko asked the Township Committee for a nomination and second for the office of Deputy Mayor for the year 2016.

At this time, Committeeman Holliday nominated Stephen Benowitz for the Office of Deputy Mayor for the year 2016; seconded by Committeeman Cann.

AYE: Committeeman Benowitz, Committeeman Cann, Committeeman Holliday, Mayor Popko

NAY: None

ABSENT: Committeeman Carson

At this time, Assemblyman Troy Singleton administered the Oath of Office to Stephen Benowitz as Deputy Mayor of the Township Committee for the year 2016.

At this time, Deputy Mayor Benowitz nominated Eileen Fahey, Esquire for Township Attorney for the year 2016; seconded by Committeeman Cann.

AYE: Committeeman Cann, Committeeman Holliday, Deputy Mayor Benowitz, Mayor Popko

NAY: None

ABSENT: Committeeman Carson

Mayor Popko announced each Township Committee Members' assignment of departmental liaison responsibilities for 2016.

Mayor Popko announced the appointment of Members and Chairman of the Environmental Commission.

Mayor Popko announced the appointments of the Planning Board Members.

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CONSENT AGENDA:

Resolution #2016-2-9 – ADOPTING TEMPORARY BUDGET FOR 2016.

Resolution #2016-2-10-ADOPTING TEMPORARY BUDGET FOR 2016 DEBT SERVICE.

Resolution #2016-2-11 – A RESOLUTION FIXING INTEREST RATES AND PENALTIES ON DELINQUENT TAXES AND MUNICIPAL CHARGES AND FIXING ADDITIONAL SUMS TO BE PAID TO THE HOLDER OF A TAX TITLE UPON REDEMPTION.

Resolution #2016-2-12 – RESOLUTION AUTHORIZING TAX COLLECTOR TO PROCESS PROPERTY TAX REFUND AND CANCELLATION OF REFUND OR DELINQUENCY OF LESS THAN TEN DOLLARS (\$10.00).

Resolution #2016-2-13 – ESTABLISHING A CHARGE FOR RETURNED CHECKS.

Resolution #2016-2-14 – DESIGNATING OFFICIAL NEWSPAPERS.

Resolution #2016-2-15 – DESIGNATING SCHEDULE OF DATES AND TIMES FOR THE REGULAR MEETINGS OF THE TOWNSHIP COMMITTEE AND LOCAL BOARD OF HEALTH.

Resolution #2016-2-16 – ESTABLISHING RULES OF PROCEDURE AND CONDUCT OF BUSINESS.

Resolution #2016-2-17 – RESOLUTION ADOPTING POLICY GOVERNING THE USE OF ELECTRONIC COMMUNICATIONS BETWEEN MEMBERS OF THE TOWNSHIP COMMITTEE DISCUSSING TOWNSHIP BUSINESS.

Resolution #2016-2-18 – ESTABLISHING REGULATIONS GOVERNING THE RECORDING OF PROCEEDINGS AT MEETINGS.

Resolution #2016-2-19 – ESTABLISHING A PROCEDURAL RULE ON THE COUNTING OF ABSTENTIONS FOR PURPOSES OF DETERMINING THE OUTCOME OF VOTES AND DETERMINING THE EXISTENCE OF A QUORUM.

Resolution #2016-2-20 – ADOPTING A RULE FOR TRANSACTION OF ROUTINE BUSINESS ITEMS.

Resolution #2016-2-21 – APPOINTING CERTIFYING OFFICER, AUTHORITY REPRESENTATIVE, TREASURER, COLLECTOR OF LOCAL IMPROVEMENT ASSESSMENTS, PUBLIC AGENCY COMPLIANCE OFFICER, AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE COORDINATOR AND OTHER VARIOUS OFFICIALS.

Resolution #2016-2-22 - ADOPTING A CASH MANAGEMENT PLAN.

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Resolution #2016-2-23 – APPOINTING VARIOUS MEMBERS OF THE TOWNSHIP PROFESSIONAL STAFF: ATTORNEY, ACCOUNTANT AND AUDITOR, ENGINEER, ALTERNATE ENGINEER, TOWNSHIP PLANNER, ALTERNATE TOWNSHIP PLANNER, PROSECUTOR, ARRAIGNMENT PROSECUTOR, INSURANCE BROKER/CONSULTANT, PUBLIC DEFENDER, IT SERVICES, SPECIAL COUNSEL FOR TAX APPEALS, BOND COUNSEL, FINANCIAL ADVISOR, SPECIAL COUNSEL FOR COAH MATTERS.

Resolution #2016-2-24 – RESOLUTION AUTHORIZING EXTENSION OF PROFESSIONAL SERVICES AGREEMENT BETWEEN A-1 COLLECTION SERVICES AND THE TOWNSHIP OF BORDENTOWN.

Resolution #2016-2-25 – DESIGNATING REPRESENTATIVES TO SERVE AS LIAISONS DURING CONSENSUS PLANNING PROCESS AND IMPLEMENTATION OF THE STATE DEVELOPMENT AND REDEVELOPMENT PLAN.

Resolution #2016-2-26 – DESIGNATING AND ACKNOWLEDGING THE PURCHASE OF CERTAIN COMMODITIES THROUGH COOPERATIVE PURCHASING WITH THE STATE OF NEW JERSEY OR THROUGH A COOPERATIVE PRICING PROGRAM WITH THE COUNTY OF BURLINGTON.

Resolution #2016-2-27 – ESTABLISHING LEGAL HOLIDAYS FOR THE YEAR 2016.

Resolution #2016-2-28 – APPOINTING CLASS III MEMBER OF PLANNING BOARD.

Resolution #2016-2-29 – APPOINTMENT OF MEMBERS TO ZONING BOARD OF ADJUSTMENT.

Resolution #2016-2-30 – APPOINTING MEMBERS TO THE VETERANS ADVISORY COMMITTEE.

Resolution #2016-2-31 – ADOPTING RULES AND REGULATIONS GOVERNING MEMBERS OF THE POLICE DEPARTMENT.

Resolution #2016-2-32 – RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT, BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND.

Resolution #2016-2-33 – RESOLUTION APPOINTING FUND COMMISSIONER, MUNICIPAL JOINT INSURANCE FUND.

Resolution #2016-2-34 – RESOLUTION APPOINTING ALTERNATE FUND COMMISSIONER.

Resolution #2016-2-35 – RESOLUTION AUTHORIZING THE ASSESSOR TO EXECUTE STIPULATIONS OF SETTLEMENT FOR APPEALS AND ROLLSBACKS.

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Resolution #2016-2-36 – RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO WIRE TRANSFER FUNDS FOR INVESTMENT AND PAYMENT OF CAPITAL DEBT AND SCHOOL, COUNTY, AND SPECIAL DISTRICT TAXES.

Resolution #2016-2-37 – RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO DISBURSE FUNDS FOR THE PAYMENT OF STATUTORY EXPENSES.

Resolution #2016-2-38 – A RESOLUTION AUTHORIZING THE EXTENSION OF THE CONTRACT BETWEEN THE TOWNSHIP AND DM MEDICAL BILLINGS, INC.

Resolution #2016-2-39 – RESOLUTION SETTING POLICY FOR ELECTED OFFICIALS TO ATTEND CERTAIN TRAINING SEMINARS.

Resolution #2016-2-40 – A RESOLUTION OF THE TOWNSHIP OF BORDENTOWN ADOPTING A FORM REQUIRED TO BE USED FOR THE FILING OF NOTICES OF TORT CLAIM AGAINST THE TOWNSHIP OF BORDENTOWN IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY TORT CLAIMS ACT, N.J.S.A. 59:8-6.

Resolution #2016-2-41 – RESOLUTION APPOINTING CBIZ MODEL AS THE BROKER-OF-RECORD REGARDING SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND.

Resolution #2016-2-42 – RESOLUTION APPOINTING MEMBERS TO THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE.

Resolution #2016-2-43 – APPOINTING MEMBER TO THE BORDENTOWN SEWERAGE AUTHORITY.

Resolution #2016-2-44 – RESOLUTION ESTABLISHING A GREEN TEAM ADVISORY COMMITTEE.

Resolution #2016-2-45 – APPOINTING MUNICIPAL COURT JUDGE.

Resolution #2016-2-46 – RESOLUTION TO CREATE THE SUSTAINABLE JERSEY CREATIVE TEAM.

Mayor Popko asked for comments/questions concerning Consent Agenda Items #2016-2-9 through #2016-2-46.

At this time, Deputy Mayor Benowitz made a motion to move Resolutions #2016-2-9 through #2016-2-46 with previously discussed amendments; seconded by Committeeman Cann.

AYE: Committeeman Cann, Committeeman Holliday, Deputy Mayor Benowitz, Mayor Popko

NAY: None

ABSENT: Committeeman Carson

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Mayor Popko acknowledged certain appointments as listed in the Consent Agenda Resolutions.

PUBLIC PARTICIPATION: At this time, Committeeman Cann made a motion to open the meeting for public participation; seconded by Deputy Mayor Benowitz.

AYE: Committeeman Cann, Committeeman Holliday, Deputy Mayor Benowitz, Mayor Popko

NAY: None

ABSENT: Committeeman Carson

AGNES MARSALLA, 68 Old York Road, Chesterfield, NJ: Ms. Marsalla congratulated all the Township Committee members.

WALT KOSUL, 539 Route 206: Mr. Kosul congratulated Mayor Popko and wished her a lot of luck this year.

BRUCE HILL, 757 Mission Road: Mr. Hill congratulated the Township Committee and said they will all do a good job.

ROGER PLEW, 117 Philmont Avenue: Mr. Plew thanked the Township Committee for his reappointments and trust in him. He said he looks forward to acquiring the Sustainable Jersey Silver Certification. He congratulated the Township Committee.

Seeing no further comments, Deputy Mayor Benowitz made a motion to close the public portion of the meeting; seconded by Committeeman Cann.

AYE: Committeeman Cann, Committeeman Holliday, Deputy Mayor Benowitz, Mayor Popko

NAY: None

ABSENT: Committeeman Carson

TOWNSHIP COMMITTEE COMMENTS:

COMMITTEEMAN HOLLIDAY: Committeeman Holliday said he was very proud and thanked Assemblyman Herb Conaway for swearing him in. He said he looks forward to serving and supporting the residents of Bordentown Township. The reason he chose to run for office was because he liked the direction the current Township Committee was going and would like to continue to keep taxes low. He has a background in Law Enforcement and N.J. Transit's Office of Emergency Management (OEM) and is looking forward to fulfilling his liaison responsibilities.

COMMITTEEMAN CANN: Committeeman Cann welcomed everyone to the 2016 Reorganization. He welcomed Assemblymen Herb Conaway and Troy Singleton and thanked several people for their support. He discussed the budget, what was accomplished in 2015, and future challenges.

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DEPUTY MAYOR BENOWITZ: Deputy Mayor Benowitz thanked everyone for attending the Reorganization Meeting and wished everyone a happy, healthy, and productive 2016. He also thanked the assemblymen and residents. He said the last 3 years have shown more activity in Bordentown, and the Township has been successfully marketed by improving the business commercial climate. Deputy Mayor Benowitz reviewed some current projects and recent improvements. He then thanked his family members.

MAYOR POPKO: Mayor Popko welcomed everyone and wished everyone a Happy New Year. She thanked several individuals for their support. She congratulated Deputy Mayor Benowitz and Committeeman Holliday in their electoral win. Mayor Popko gave a synopsis of each of Deputy Mayor Benowitz and Committeeman Cann's accomplishments, and said Committeeman Holliday's background will be a valuable asset. She said, "we as a group," meaning the township officials, departments, and boards, will work to bring the residents what they deserve. Mayor Popko reviewed some of the community events and environmental issues. She said Bordentown Township is a great town and we're going to fight to keep it that way, and hopes that all will join us. She thanked everyone for coming and wished everyone peace, health, and prosperity in the coming year ahead.

Benediction was given by Reverend Archie McBride, Shiloh Baptist Church, Bordentown, NJ.

At this time, Deputy Mayor Benowitz made the following motion:

BE IT RESOLVED by the Township Committee of the Township of Bordentown that it does hereby adjourn this Reorganization Meeting; seconded by Committeeman Cann.

AYE: Committeeman Cann, Committeeman Holliday, Deputy Mayor Benowitz, Mayor Popko

NAY: None

ABSENT: Committeeman Carson

The Reorganization Meeting of the Township Committee of the Township of Bordentown was adjourned at approximately 1:12 p.m.

JILL POPKO, MAYOR

COLLEEN M. ECKERT, TWP. CLERK