

TOWNSHIP COMMITTEE MINUTES
REORGANIZATION MEETING
JANUARY 6, 2018

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 Stephen Benowitz
Deputy Mayor Eugene Fuzy
Committeeman Eric Holliday
Committeeman James Kostoplis
Committeeman Kenneth Mason
Administrator Michael Theokas
Township Clerk Colleen M. Eckert

ABSENT: None

Township Clerk Eckert called the meeting to order at approximately 12:03 p.m.

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

Aidan Gould 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 21, 2017, 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, Assemblyman Troy Singleton administered the Ceremonial Oath of Office to James Kostoplis as Member of the Township Committee.

At this time, Assemblyman Herb Conaway administered the Ceremonial Oath of Office to Kenneth Mason 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 2018.

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At this time, Committeeman Holliday nominated Stephen Benowitz for the Office of Mayor for the year 2018; seconded by Committeeman Fuzy.

AYE: Committeeman Benowitz, Committeeman Fuzy, Committeeman Holliday, Committeeman Kostoplis, Committeeman Mason

NAY: None

At this time, the Assemblyman Troy Singleton administered the Oath of Office to Stephen Benowitz as Mayor.

(Former Mayor/Committeeman) James Cann passed the Mayor's Gavel to 2018 Mayor of Bordentown Township, Stephen Benowitz. Mayor Benowitz presented Mr. Cann with a plaque of appreciation for serving on the Township Committee.

Mayor Benowitz asked the Township Committee for a nomination and second for the office of Deputy Mayor for the year 2018.

At this time, Committeeman Holliday nominated Eugene Fuzy for the Office of Deputy Mayor for the year 2018; seconded by Committeeman Kostoplis.

AYE: Committeeman Fuzy, Committeeman Holliday, Committeeman Kostoplis, Committeeman Mason, Mayor Benowitz

NAY: None

At this time, Assemblyman Herb Conaway administered the Oath of Office to Eugene Fuzy as Deputy Mayor of the Township Committee for the year 2018.

At this time, Deputy Mayor Fuzy nominated Eileen Fahey, Esquire for Township Attorney for the year 2018; seconded by Committeeman Holliday.

AYE: Committeeman Holliday, Committeeman Kostoplis, Committeeman Mason, Deputy Mayor Fuzy, Mayor Benowitz

Mayor Benowitz announced each Township Committee Members' assignment of departmental liaison responsibilities for 2018.

Mayor Benowitz announced the appointment of Members, Chairman, and Student Representative of the Environmental Commission.

Mayor Benowitz announced the appointments of the Planning Board Members.

Mayor Benowitz announced the appointments of the Zoning Board Members (Resolution #2018-6-28).

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Mayor Benowitz announced the appointments of the Members and Chairman of the Veteran's Advisory Committee. (Resolution #2018-6-29).

Mayor Benowitz announced the appointments of the Economic Development Advisory Committee (Resolution #2018-6-41).

CONSENT AGENDA:

Resolution #2018-6-8 – ADOPTING TEMPORARY BUDGET FOR 2018.

Resolution #2018-6-9-ADOPTING TEMPORARY BUDGET FOR 2018 DEBT SERVICE.

Resolution #2018-6-10 – 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 #2018-6-11 – RESOLUTION AUTHORIZING TAX COLLECTOR TO PROCESS PROPERTY TAX REFUND AND CANCELLATION OF REFUND OR DELINQUENCY OF LESS THAN TEN DOLLARS (\$10.00).

Resolution #2018-6-12 – ESTABLISHING A CHARGE FOR RETURNED CHECKS.

Resolution #2018-6-13 – DESIGNATING OFFICIAL NEWSPAPERS.

Resolution #2018-6-14 – DESIGNATING SCHEDULE OF DATES AND TIMES FOR THE REGULAR MEETINGS OF THE TOWNSHIP COMMITTEE AND LOCAL BOARD OF HEALTH.

Resolution #2018-6-15 – ESTABLISHING RULES OF PROCEDURE AND CONDUCT OF BUSINESS.

Resolution #2018-6-16 – RESOLUTION ADOPTING POLICY GOVERNING THE USE OF ELECTRONIC COMMUNICATIONS BETWEEN MEMBERS OF THE TOWNSHIP COMMITTEE DISCUSSING TOWNSHIP BUSINESS.

Resolution #2018-6-17 – ESTABLISHING REGULATIONS GOVERNING THE RECORDING OF PROCEEDINGS AT MEETINGS.

Resolution #2018-6-18 – 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 #2018-6-19 – ADOPTING A RULE FOR TRANSACTION OF ROUTINE BUSINESS ITEMS.

Resolution #2018-6-20 – APPOINTING CERTIFYING OFFICER, AUTHORITY REPRESENTATIVE, TREASURER, COLLECTOR OF LOCAL IMPROVEMENT

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ASSESSMENTS, PUBLIC AGENCY COMPLIANCE OFFICER, AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE COORDINATOR AND OTHER VARIOUS OFFICIALS.

Resolution #2018-6-21 - ADOPTING A CASH MANAGEMENT PLAN.

Resolution #2018-6-22 – APPOINTING VARIOUS MEMBERS OF THE TOWNSHIP PROFESSIONAL STAFF: ATTORNEY, ACCOUNTANT AND AUDITOR, ENGINEER, TOWNSHIP PLANNER, PROSECUTOR/ARRAIGNMENT PROSECUTOR, INSURANCE BROKER/CONSULTANT, PUBLIC DEFENDER, ALTERNATE PUBLIC DEFENDER, IT SERVICES, SPECIAL COUNSEL FOR TAX APPEALS, BOND COUNSEL, FINANCIAL ADVISOR, SPECIAL COUNSEL FOR AFFORDABLE HOUSING MATTERS; TOWNSHIP WEBMASTER; SPECIAL COUNSEL FOR ENVIRONMENTAL MATTERS; LABOR COUNSEL; SPECIAL REDEVELOPMENT COUNSEL; ENVIRONMENTAL CONSULTANT (LSRP); AFFORDABLE HOUSING ADMINISTRATIVE AGENT; SPECIAL PROJECTS PLANNER.

Resolution #2018-6-23 – RESOLUTION AUTHORIZING EXTENSION OF PROFESSIONAL SERVICES AGREEMENT BETWEEN A-1 COLLECTION SERVICES AND THE TOWNSHIP OF BORDENTOWN.

Resolution #2018-6-24 – DESIGNATING REPRESENTATIVES TO SERVE AS LIAISONS DURING CONSENSUS PLANNING PROCESS AND IMPLEMENTATION OF THE STATE DEVELOPMENT AND REDEVELOPMENT PLAN.

Resolution #2018-6-25 – 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 #2018-6-26 – ESTABLISHING LEGAL HOLIDAYS FOR THE YEAR 2018.

Resolution #2018-6-27 – APPOINTING CLASS III MEMBER OF PLANNING BOARD.

Resolution #2018-6-28 – APPOINTMENT OF MEMBERS TO ZONING BOARD OF ADJUSTMENT.

Resolution #2018-6-29 – APPOINTING MEMBERS TO THE VETERANS ADVISORY COMMITTEE.

Resolution #2018-6-30 – ADOPTING RULES AND REGULATIONS GOVERNING MEMBERS OF THE POLICE DEPARTMENT.

Resolution #2018-6-31 – RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT, BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND.

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Resolution #2018-6-32 – RESOLUTION APPOINTING FUND COMMISSIONER, MUNICIPAL JOINT INSURANCE FUND.

Resolution #2018-6-33 – RESOLUTION APPOINTING ALTERNATE FUND COMMISSIONER.

Resolution #2018-6-34 – RESOLUTION AUTHORIZING THE ASSESSOR TO EXECUTE STIPULATIONS OF SETTLEMENT FOR APPEALS AND ROLLSBACKS.

Resolution #2018-6-35 – 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 #2018-6-36 – RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO DISBURSE FUNDS FOR THE PAYMENT OF STATUTORY EXPENSES.

Resolution #2018-6-37 – A RESOLUTION AUTHORIZING THE EXTENSION OF THE CONTRACT BETWEEN THE TOWNSHIP AND DM MEDICAL BILLINGS, INC.

Resolution #2018-6-38 – RESOLUTION SETTING POLICY FOR ELECTED OFFICIALS TO ATTEND CERTAIN TRAINING SEMINARS.

Resolution #2018-6-39 – 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 #2018-6-40 – RESOLUTION APPOINTING CBIZ MODEL AS THE BROKER-OF-RECORD REGARDING SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND.

Resolution #2018-6-41 – RESOLUTION APPOINTING MEMBERS TO THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE.

Resolution #2018-6-42 – RESOLUTION ESTABLISHING A GREEN TEAM ADVISORY COMMITTEE.

Resolution #2018-6-43 – RESOLUTION TO CREATE TECHNICAL REVIEW COMMITTEE FOR REDEVELOPMENT APPLICATIONS.

Resolution #2018-6-44 – AUTHORIZING THE MUNICIPAL CLERK TO EXECUTE ALL BINGO AND RAFFLE GAMES OF CHANCE APPLICATIONS THAT MEET ALL PROVISIONS PURSUANT TO STATUTE FOR THE 2018 CALENDAR YEAR.

At this time, Committeeman Holliday made a motion to move Resolutions #2018-6-8 through #2018-6-44; seconded by Deputy Mayor Fuzy.

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AYE: Committeeman Holliday, Committeeman Kostoplis, Committeeman Mason, Deputy Mayor Fuzy, Mayor Benowitz

NAY: None

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

AYE: Committeeman Holliday, Committeeman Kostoplis, Committeeman Mason, Deputy Mayor Fuzy, Mayor Benowitz

NAY: None

BALVIR SINGH, New Freeholder for Burlington County: Mr. Singh wished everyone the best in the coming days and said he looks forward to working with the Township at the County level, and to feel free to reach out to them.

(NAME INAUDIBLE), Mt. Holly resident: He said he attends meetings to let everyone know what is going on in Burlington County.

FRANK BENOWITZ: Mr. Benowitz said his father (Stephen Benowitz) started in politics 40 years ago as a Township Committeeman and has rekindled his spirit to want to help others. He has set the example for many of us, and we are very proud of him. Together as a team, the Township Committee will do wonderful things representing the people of Bordentown.

Seeing no further comments, Committeeman Holliday made a motion to close the public portion of the meeting; seconded by Committeeman Kostoplis.

AYE: Committeeman Holliday, Committeeman Kostoplis, Committeeman Mason, Deputy Mayor Fuzy, Mayor Benowitz

NAY: None

TOWNSHIP COMMITTEE COMMENTS:

COMMITTEEMAN KOSTOPLIS: Committeeman Kostoplis provided everyone with his background. He said he has experience with budgeting, staggered purchases, and shared services which will help continue the trend of keeping the local purpose taxes level. He looks forward to the challenges and his liaison assignments. He thanked his family for their support. He said he is always involved in something in public service and said that running for public office is not an easy thing. Committeeman Kostoplis said he would do his best not to let everyone down. He thanked everyone for coming and said to be safe going home.

COMMITTEEMAN MASON: Committeeman Mason thanked everyone for coming out on the cold weekend. He said they are looking to move forward and their main goal is to continue to make Bordentown the best community in New Jersey. He thanked several people, including his family, for their support. He said his 35+ years of experience and education gives him the necessary management, organizational, and

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problem-solving skills necessary to continue to evoke positive change in Bordentown Township. Committeeman Mason said he hopes to improve encouragement of economic growth through the establishment of attractive businesses which will provide necessary goods, jobs and services as well as continuing to keep our municipal taxes level. He is looking forward to his liaison responsibilities and to working with the Township Committee in 2018.

COMMITTEEMAN HOLLIDAY: Committeeman Holliday cited some of the accomplishments made during 2017 while keeping taxes flat.

In regard to the Office of Emergency Management (OEM), the FEMA culvert construction project in the Glen will be completed this year. OEM Coordinator Andy Law obtained a grant for \$669,000 for that project. And he obtained a \$58,000 for the January 2017 snowstorm.

Committeeman Holliday said he was also liaison for the Fire Districts in 2017. Mission Fire District #1 completed construction on their building and Derby Fire District #2 just purchased a new truck.

Emergency Medical Service has been doing a fantastic job responding to the residents.

The Animal Control Department usually responds to 20-30 calls per month in our Township and surrounding areas.

He congratulated Veteran's Advisory Committee Chairman Bryan Branson and said it is a pleasure working with them. He cited some of their events.

Committeeman Holliday said that current (acting) Police Chief Brian Pesce and his Department have been doing a fantastic job and is moving the Township forward. The Department is performing a large amount of community outreach, holding a number of events, and attending many training sessions. Three full-time officers and three special law enforcement officers were hired, and all our officers now have body cameras. (Acting) Police Chief Pesce encouraged his officers to change the culture and embrace the "guardian" rather than a "warrior" mindset in order to build trust, both within the agency and the public.

DEPUTY MAYOR FUZY: Deputy Mayor Fuzy thanked Mayor Benowitz and Township Clerk Eckert for filling the position of Administrator and keeping the Township going forward for approximately 6 months. He thanked Administrator Theokas and said he is a great addition to the leadership team.

Deputy Mayor Fuzy thanked the Township Committee of 2017 for supporting advertising in the Current and obtaining better avenues of getting information to the residents. The website will be overhauled and receive an easier format for the residents this year.

CFO Jeff Elsasser was added this year; he made his life much easier after his appointment. Deputy Mayor Fuzy asked to be liaison for the Public Works Department. They have investigated software that will allow residents to file issues with Public Work directly through the Township website. He is also looking forward to directing the music in park series again.

He thanked his wife and sons for their support, as well as the residents of the Township.

He also thanked the Mayor and Township Committee members and said he was looking forward to working with them and the people of Bordentown Township this year and said he is always available to the residents of the Township.

MAYOR BENOWITZ: Mayor Benowitz thanked everyone for attending. He welcomed Senator-elect Troy Singleton, Assemblyman Conaway, Freeholder Balvir Singh, Burlington County Clerk Tim Tyler, Mercer County Freeholder Pat Colavita, Brian Schoen and Sal Schiano both Commissioners from Fire District #2, Zoning Board Chairman Mike Carney, Committeewoman Andrea Katz from Chesterfield Township, Economic Development Advisory Committee Chairman Bill Ryan, Len de Groot who is a member of the Bordentown Township Sewerage Authority, Veterans Advisory Committee Chairman Bryan Branson and Member Lorre Mendez, and Township Manager Joe Andl of Maple Shade. He also thanked the

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people who participated in the reorganization ceremony, his wife Ellen and family and many others. He welcomed Jim Kostoplis and Ken Mason to the Township Committee, and thanked Deputy Mayor Fuzy and Committeeman Holliday for helping with the many accomplishments in 2017.

Mayor Benowitz said that in 2017 he assumed additional administrative duties as well as being Mayor due to the loss of the Acting Administrator. He thanked the Township Committee for their cooperation. All of the staff at Bordentown Township stepped up and aided in all services, never missing a beat providing the high quality of government this town is used to and deserves. He gave a special thanks to Township Clerk Eckert, Interim Administrator George Haeuber, and professional consultants Eileen Fahey and Fred Turek.

In 2017, Michael Theokas was hired as Township Administrator, Jeffrey Elsasser was appointed CFO, and Brian Pesce was promoted to Acting Police Chief. These additions put in place a team that helped make 2017 a very successful, productive year.

Mayor Benowitz cited many ongoing projects and services that were accomplished in 2017: a settlement that lowered the Township's Affordable Housing requirements, the new Public Works and Recycling Center facility was completed, local municipal taxes were maintained at a flat rate, environmental litigation over the pipeline and compressor station continues and protection of the residents, roadway improvements including completion of the 2016 Road Program, the bikeway project, completion of the ADA ramps in Bossert Estates, park improvement funding was received from Burlington County in the amount of \$175,000 for 3 soccer fields to be located at the former Dix Drive-In, the Veteran's Park concession restroom renovation should be completed this year, continual outreach to homeowners' associations, completion of commercial business projects, meeting with neighboring municipalities to explore share services and mutual interests, new redevelopment projects, and many township events.

Then he stated a few of the items and redevelopment projects that will continue in 2018: Road Programs, environmental litigation continues, moving forward with the town hall meeting on January 18, 2018, more contact with government and the residents, continue reaching out to the homeowners' associations, making the municipal taxes flat again, continue to reach out to neighboring municipalities, continue to work on the Master Plan, pursue a grant to build a connector road between Rising Sun and Dunns Mill Roads to reduce traffic off our roads, the Veteran's Park concession restroom renovation will be completed, staffing changes will occur in the UCC office, and more commercial business projects are anticipated.

He wished everyone a happy, healthy, and productive 2018 and invited everyone to join them at a luncheon buffet celebration at Jimmy's Fireside American Grill.

Benediction was given by Pastor Dan Sparling, Holy Cross Lutheran Church, Bordentown, NJ.

At this time, Committeeman Holliday 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 Deputy Mayor Fuzy.

AYE: Committeeman Holliday, Committeeman Kostoplis, Committeeman Mason, Deputy Mayor Fuzy, Mayor Benowitz

NAY: None

The Reorganization Meeting of the Township Committee of the Township of Bordentown was adjourned at approximately 1:23 p.m.

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Respectfully submitted,

COLLEEN M. ECKERT, TWP. CLERK