

Upper Pittsgrove Township

January 3, 2012

The reorganization meeting of the Upper Pittsgrove Township Committee was held in the Township Hall on the above date.

The Committee members present were Jack R. Cimprich, William N. Brooks, William W. Gantz, Jr., Edward Meschi and Bruce W. Bishop.

The meeting was called to order at 9:00 A.M. with the Clerk reading the public announcement stating that adequate notice had been given provided under the Open Public Meeting Act.

The newly elected members of the Township Committee, William N. Brooks, Jr. and Edward J. Meschi were sworn into office by the Clerk Linda S. Buzby.

Meschi nominated Jack R. Cimprich for Mayor. This nomination was seconded by Brooks. There being no further nominations, a roll call vote was taken.

Bishop – Yes Brooks – Yes Gantz – Yes Meschi - Yes Cimprich – No Vote

Meschi nominated William N. Brooks for Deputy Mayor. This nomination was seconded by Gantz. There being no further nominations, a roll call vote was taken.

Bishop – Yes Brooks – No Vote Gantz – Yes Meschi - Yes Cimprich – Yes

Bishop nominated William Gantz for Chairman of the Board of Health. This nomination was seconded by Brooks. There being no further nominations, a roll call vote was taken.

Bishop – Yes Brooks – Yes Gantz – Yes Meschi - Yes Cimprich – Yes

Gantz made a motion to create the following Sub-Committees:

- Roads
- Convenience Center
- Buildings & Grounds
- Personnel
- Recreation
- School Board Liaison
- Drug Advisory
- J.I.F.
- Land Use
- Ag Advisory/Farmland Preservation

This motion was seconded by Brooks and adopted unanimously.

Mayor Cimprich made the following appointments to be Chairman with all remaining Committee members as members of each Sub-Committee:

| <u>COMMITTEE</u> | <u>CHAIRMAN</u> | <u>VICE-CHAIRMAN</u> |
|-------------------------------------|-----------------|----------------------|
| Roads | William Brooks | Edward Meschi |
| Convenience Center | Bruce Bishop | William Gantz |
| Buildings and Grounds | Bruce Bishop | William Brooks |
| Personnel | William Brooks | William Gantz |
| Recreation | Edward Meschi | William Brooks |
| School Board Liaison | Edward Meschi | Bruce Bishop |
| Drug Advisory Committee | William Gantz | Edward Meschi |
| J.I.F. Fund Commissioner | William Gantz | Jack Cimprich |
| Land Use | Edward Meschi | Jack Cimprich |
| Ag Advisory/Farmland Preservation . | Jack Cimprich | William Gantz |
| Finance | William Brooks | Jack Cimprich |

Mayor Cimprich made the following appointments to the Upper Pittsgrove Township Land Use Board:

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|----------------------------|--------------------------------------|
| Jack R. Cimprich | 1 Year (Class I) |
| Linda Buzby | 1 Year (Class II) |
| Edward Meschi | 1 Year (Class III) |
| Dale Wilson | 4 Year (Class IV) |
| Alan Gardner | 2 Year (Alternate #1) |
| C. Eric Kern | 1 Year (Alternate #2-Unexpired Term) |
| William A. Gantz | 2 Year (Alternate #3) |
| Jon Hitchner | 1 Year (Alternate #4-Unexpired Term) |

Brooks introduced the following resolution:

BE IT RESOLVED, that the hereafter listed persons be appointed to the office or position named and for the term stated opposite each name.

| <u>NAME</u> | <u>OFFICE OR POSITION</u> | <u>TERM</u> |
|----------------------|---------------------------|-------------|
| John G. Hoffman | Solicitor | 1 Year |
| Nick L. Petroni | Auditor | 1 Year |
| Stephen J. Nardelli | Engineer (3 Yr. Term) | 3 Year |
| Sarah E. Birdsall | Planner | 1 Year |
| Linda S. Buzby | Clerk to 07/31/12 (3 Yr.) | 7 mos |
| Sarah D. Walker | COAH Municipal Liaison | 1 Year |
| Sarah D. Walker | COAH Administrator | 1 Year |
| Susan E. DeFrancesco | Treasurer | 1 Year |
| Linda S. Buzby | Assistant Treasurer | 1 Year |
| Susan E. DeFrancesco | Purchasing Agent | 1 Year |
| Robert L. Best | Cert. Mun. Fin. Off. | Tenured |
| Sarah D. Walker | Deputy Clerk | 1 Year |
| Linda S. Buzby | Land Use Administrator | 1 Year |
| Linda S. Buzby | Dog Registrar | 1 Year |

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| Susan DeFrancesco | Tax Collector | Tenured |
| Linda S. Buzby | Municipal Improv. Search Officer | 1 Year |
| Vacant | Historian | 1 Year |
| Barry Foote | Certified Public Works Superintendent | 1 Year |
| Brian E. Coles | Public Works Foreman | 1 Year |
| James Hackett | Truck Driver | 1 Year |
| Michael Barnish | Truck Driver | 1 Year |
| John H. Coombs, Jr. | Truck Driver | 1 Year |
| John H. Coombs, Sr. | Truck Driver | 1 Year |
| John S. Heritage, Jr. | Truck Driver | 1 Year |
| Shawn Lucas | Truck Driver | 1 Year |
| Stephen Mitchell | Truck Driver | 1 Year |
| Barry Newkirk | Truck Driver | 1 Year |
| Allen Williams, Sr. | Truck Driver | 1 Year |
| David Coutch | Convenience Center Custodian | 1 Year |
| Edmund H. Shimp, Jr. | Animal Control Officer | 1 Year |
| Andrew Hoglen | Zoning Adm. & Housing Officer | 1 Year |
| Linda S. Buzby | Deputy Zoning Adm. & Housing Officer | 1 Year |
| Linda S. Buzby | Certified Recycling Professional | 1 Year |
| Sarah D. Walker | Recycling Coordinator | 1 Year |
| David Coutch | Recycling Enforcement Officer | 1 Year |
| Tana Sammons | Tax Search Officer | 1 Year |
| William E. Morris, Sr. | Hall Custodian | 1 Year |
| Henry Setzer, Jr. | Laborer | 1 Year |
| Milton Clark | Laborer | 1 Year |
| Linda S. Buzby | Reg. of Vital Statistics (3 Yr.) | 3 Year |
| Sarah D. Walker | Deputy Registrar of Vital Statistics (3 Yr.) | 1 Year 10 mos |
| Jack Heritage | Emerg. Mgt. Coord. (3 Yr. Term) | 3 Year |
| Charles R. Rishel | Dep. Emer. Mgt. Coord. | 1 Year |
| Michael T. Raio | Tax Assessor to 6/30/13 (4 Yr.) | 1½ Year |
| Tana Sammons | Assistant Tax Collector & Assessor | 1 Year |
| Jack Justice, Jr. | Fire Official | 1 Year |
| E.H. Sloan, Inc. | JIF Risk Management Consultant | 1 Year |
| Sarah D. Walker | Claims Coordinator | 1 Year |
| Sarah D. Walker | Safety Coordinator | 1 Year |
| Edward J. Meschi | Salem County Solid Waste Council | 1 Year |
| Charles Rishel | Clean Communities Coordinator | 1 Year |
| Linda S. Buzby | 911 Numbering Agent | 1 Year |
| Linda S. Buzby | Civil Rights Compliance Officer | 1 Year |
| Linda S. Buzby | Public Agency Compliance Officer | 1 Year |
| Salem County Health Dept. | Health Officer | 1 Year |
| Jack R. Cimprich | Land Use Board – Class I | 1 Year |
| Linda Buzby | Land Use Board – Class II | 1 Year |
| Edward Meschi | Land Use Board – Class III | 1 Year |
| Thomas Buzby | Land Use Board – Class IV | 3 Year |
| C. Glenn Myers | Land Use Board – Class IV | 1 Year |
| John Coombs | Land Use Board – Class IV | 1 Year |
| Robert Duus | Land Use Board – Class IV | 3 Year |
| Dale Wilson | Land Use Board – Class IV | 4 Year |

| | | |
|------------------|-------------------------------|--------|
| Ralph Sickler | Land Use Board – Class IV | 2 Year |
| Alan Gardner | Land Use Board – Alternate #1 | 2 Year |
| C. Eric Kern | Land Use Board – Alternate #2 | 1 Year |
| William A. Gantz | Land Use Board – Alternate #3 | 2 Year |
| Jon Hitchner | Land Use Board – Alternate #4 | 1 Year |

Brooks moved that this resolution be adopted which motion was seconded by Gantz and adopted upon a call of the roll.

Bishop – Yes Brooks – Yes Gantz – Yes Meschi - Yes Cimprich – Yes

Bishop introduced the resolution for the “Cash Management Plan” as per attached copy.

Bishop moved that this resolution be adopted which motion was seconded by Meschi and adopted upon a call of the roll.

Bishop – Yes Brooks – Yes Gantz – Yes Meschi - Yes Cimprich – Yes

Meschi introduced the following resolution:

BE IT RESOLVED, that the regular meetings of the Township Committee be held on the second Tuesday of each month at 7:00 P.M. in the Township Hall at Pole Tavern, N.J.

Meschi moved that this resolution be adopted which motion was seconded by Gantz and adopted upon a call of the roll.

Bishop – Yes Brooks – Yes Gantz – Yes Meschi - Yes Cimprich – Yes

Meschi introduced the Resolution Designating Place for Posting and Newspapers for Receiving Notices of Public Meetings in Compliance with “The Open Public Meetings Law” as per attached copy.

Meschi moved that this resolution be adopted which motion was seconded by Bishop and adopted upon a call of the roll.

Bishop – Yes Brooks – Yes Gantz – Yes Meschi - Yes Cimprich – Yes

Bishop introduced the following resolution:

The 2012 Temporary Budget was presented and read by the Clerk as per attached copy.

Bishop moved that this resolution be adopted which motion was seconded by Brooks and adopted upon a call of the roll.

Bishop – Yes Brooks – Yes Gantz – Yes Meschi - Yes Cimprich – Yes

Meschi introduced the following resolution:

BE IT RESOLVED, by the Mayor and Township Committee of the Township of Upper Pittsgrove that the rate of interest to be collected by the proper Township official on all delinquent taxes and assessments shall be at the rate of Eight per Centum (8%) per annum on the first \$1500.00 of delinquency and 18% annum on any amount in excess of \$1500.00 to be calculated from the date the tax was payable until the date the payment was made as per Chapter 54:4-67.

BE IT FURTHER RESOLVED, that no interest shall be charged if payment of any installment is made within the tenth calendar day following the date upon which the same became payable.

Meschi moved that this resolution be adopted which motion was seconded by Bishop and adopted upon a call of the roll.

Bishop – Yes Brooks – Yes Gantz – Yes Meschi - Yes Cimprich – Yes

Meschi introduced a resolution authorizing tax refunds less than \$5.00.

BE IT RESOLVED, by the Township Committee of the Township of Upper Pittsgrove in the County of Salem, State of New Jersey, pursuant to N.J.S.A. 40A:5-17.1 that it hereby authorized the Township Tax Collector to cancel, apply, or refund without further action on the part of the governing body, any property tax overpayment, or delinquent amounts of less than \$5.00.

Meschi moved that this resolution be adopted which motion was seconded by Brooks and adopted upon a call of the roll.

Bishop – Yes Brooks – Yes Gantz – Yes Meschi - Yes Cimprich – Yes

Gantz introduced “RESOLUTION AUTHORIZING THE TAX ASSESSOR OF UPPER PITTS GROVE TOWNSHIP TO REPRESENT THE TOWNSHIP IN TAX APPEAL HEARINGS BEFORE THE SALEM COUNTY BOARD OF TAXATION” as per attached copy.

Gantz moved that this resolution be adopted which motion was seconded by Brooks and adopted upon a call of the roll.

Bishop – Yes Brooks – Yes Gantz – Yes Meschi - Yes Cimprich – Yes

Meschi introduced “RESOLUTION AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACT FOR SOLICITOR, ENGINEER, PLANNER, SPECIAL PLANNER, RISK MANAGEMENT CONSULTANT, LAND USE BOARD SOLICITOR, AND AUDITOR” as per attached copies.

Meschi moved that this resolution be adopted which motion was seconded by Brooks and adopted upon a call of the roll.

Bishop – Yes Brooks – Yes Gantz – Yes Meschi - Yes Cimprich – Yes

Meschi introduced the following resolution:

BE IT RESOLVED, by the Mayor and Township Committee of the Township of Upper Pittsgrove, County of Salem, and State of New Jersey, that pursuant to Ordinance No. 2007-5, entitled "AN ORDINANCE TO AMEND THE UPPER PITTSBGROVE ORDINANCE FOR THE LICENSING, CONTROL AND REGULATION OF DOGS AND PROVIDING PENALTIES FOR VIOLATIONS THEREOF" having been adopted on first reading, final hearing thereof held on May 8, 2007, and that said Ordinance allowed for the license fees to be annually fixed by resolution of the Township Committee within the permissible range established by the State, currently \$7-21, for each dog, in addition to the then current fees required to be forwarded to the New Jersey Department of Health for rabies control and to the State Treasurer for animal population control, as such fees are amended from time to time, the fee for 2011 shall be:

| | |
|---------|-------------------|
| \$12.00 | Neutered Dogs |
| \$15.00 | Non-neutered Dogs |

Meschi moved that this resolution be adopted which motion was seconded by Bishop and adopted upon a call of the roll.

Bishop – Yes Brooks – Yes Gantz – Yes Meschi - Yes Cimprich – Yes

The Mayor opened the meeting up for public comment. There being no comment from the public and no further business the meeting was adjourned to meet at the call of the Mayor.

Respectfully submitted,

Linda S. Buzby, Clerk