

The Shamong Township Committee held its annual **Reorganization Meeting** on the above date at the Municipal Building.

The meeting was called to order at approximately 7:00 PM

The Clerk stated the Sunshine Statement advising that proper notice of this meeting has been given in compliance with the Open Public Meeting Act.

Pledge of Allegiance was recited.

The Clerk, Susan Onorato, requested Sean Gray and Michael Cooney to step forward.

Sean Gray and Michael Cooney were sworn in as Committee Members for a three-year term ending December 31, 2021 by Steve Raymond, Esq.

Roll Call	Mr. Michael Cooney	P
	Mr. Michael Di Croce	P
	Mr. Timothy Gimbel	P
	Mr. Sean Gray	P
	Mr. Martin Mozitis	P

Also, in attendance: Steve Raymond, Solicitor and Scott Brown, Engineer

On motion of Committeeman Gimbel, seconded by Committeeman Mozitis, it was moved to appoint Michael Di Croce to serve as the 2019 Mayor. A roll call vote showed all members present voting yes except Mr. Di Croce who abstained from voting and accepted the appointment.

On motion of Committeeman Gray, seconded by Committeeman Cooney, it was moved to appoint Timothy Gimbel to serve as the 2019 Deputy Mayor. A roll call vote showed all members present voting yes except Mr. Gimbel who abstained from voting and accepted the appointment.

SWEARING IN OF MAYOR & DEPUTY MAYOR

Mayor Michael Di Croce and Deputy Mayor Timothy Gimbel were sworn in by Steve Raymond, Esq.

RESOLUTIONS: Blanket Motion

The Mayor introduced Resolutions 2019R-1 through 2019R-18 individually advising these annual resolutions would be moved for approval collectively via a blanket motion.

- a. **2019R-1** Annual Meeting Schedule
- b. **2019R-2** Authorization of Newspapers for Publication of Legal Notices
- c. **2019R-3** Authorizing the Award of a Fair and Open Contract for Professional Services - Raymond, Coleman, Heinold, LLP as Township Solicitor – Certification of funds attached
- d. **2019R-4** Authorizing the Award of a Fair and Open Contract for Professional Services - Dante Guzzi Engineering Associates, LLC as Township Engineer – Certification of funds attached
- e. **2019R-5** Authorizing the Award of a Fair and Open Contract for Professional Services - Inverso & Stewart, LLC as Township Auditor – Certification of funds attached
- f. **2019R-6** Establishment of Tax Assessor's Responsibilities
- g. **2019R-7** Establishment of Grace Period for Payment of Taxes and Setting the Rate of Interest on Delinquent Taxes
- h. **2019R-8** Designating the Official Depository of Funds and Escrows for the Township of Shamong
- i. **2019R-9** Providing the budget be read by title only at the time of the public hearing
- j. **2019R-10** Awarding the Contract with Pogue, Inc. for Coordination of Alcohol and Drug Testing
- k. **2019R-11** Appointment of T.C. Irons as Risk Management Consultant for the year ending December 31, 2019
- l. **2019R-12** Appointing a Contact Person for the Employment Practices Liability Attorney Consultation Service
- m. **2019R-13** Appointing Joanne Robertson as Claims Coordinator and Susan Onorato as Assistant Coordinator to the Burlington County Joint Insurance Fund
- n. **2019R-14** Appointing David Matchett as Fund Commissioner to the Burlington County Municipal Joint Insurance Fund
- o. **2019R-15** Adopting a form required to be used for the filing of notices of tort claim against the Township of Shamong
- p. **2019R-16** Accepting the Burlington County Municipal Joint Insurance Fund Safety & Compliance Program
- q. **2019R-17** Accepting and adopting the Burlington County Municipal Joint Insurance Fund's transitional Duty Program
- r. **2019R-18** Civil Rights Policy with respect to all officials, appointees, employees, prospective employees, volunteers, independent contractors and members of the public that come into contact with Municipal employees, officials and volunteers

The Clerk requested clarification on 2019R-1 Annual Meeting Notice regarding the June and November dates and it was decided to keep the current dates. For the benefit of the public, the Clerk advised that the Committee Members have already received copies of Resolution 2019R-1 through -18 and that the blanket motion is for efficiency of time.

On motion of Committeeman Gray, seconded by Committeeman Gimbel, it was moved to approve Resolutions 2019R-1 through 2019R-18 by a blanket motion. A roll call vote showed all members present voting yes.

The Clerk reported the temporary budget is required by statute to be adopted by the Township which cannot exceed 26.25% of the total budget of the preceding year which equals \$721,490.03 – this year’s temporary budget is \$690,500.00 **On motion of Committeeman Gimbel, seconded by Committeeman Cooney, it was moved to approve Resolution 2019R-19 authorizing the Establishment of a Temporary Budget for 2019. A roll call vote showed all members present voting yes.**

The Clerk reported the Community Emergency Response Team (CERT) list of volunteers, noted in 2019R-20 of the meeting packet, has been verified by John Lyons, the Office of Emergency Management (OEM) Coordinator. **On motion of Committeeman Cooney, seconded by Committeeman Mozitis, it was moved to approve Resolution 2019R-20 appointing residents to the Pineland’s CERT. A roll call vote showed all members present voting yes.**

The Clerk advised the bi-annual requirement to review the employee policy manual; verbiage is provided by the Burlington County Joint Insurance Fund and reviewed by the Solicitor for compliance. **On motion of Committeeman Gray, seconded by Committeeman Cooney, it was moved to approve Resolution 2019R-21 Certification of compliance with the United States Equal Opportunity Employment Commission’s “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964”. A roll call vote showed all members present voting yes.**

On motion of Committeeman Gimbel, seconded by Committeeman Mozitis, it was moved to approve Resolution 2019R-22 authorizing and ratifying memorandum of understanding (MOU) for Pinelands Regional Community Emergency Team (CERT). A roll call vote showed all members present voting yes.

On motion of Committeeman Gray, seconded by Committeeman Gimbel, it was moved to approve Resolution 2019R-23 annual appointments to the Cemetery Advisory Board. A roll call vote showed all members present voting yes.

The Clerk advised that since the Appointments for 2019 were listed for the on the agenda and available for the public they did not need to be individually read into the record and could be approved by a blanket motion.

Appointments for 2019:

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|-------------------------------------|---------------|
| a. Township Administrator | Susan Onorato |
| b. Secretary Brd. of Health | Susan Onorato |
| c. Clean Community Coordinator | Susan Onorato |
| d. Public Agency Compliance Officer | Susan Onorato |

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| e. Municipal Search | Susan Onorato
Joanne Robertson |
| f. Sub. Div. Approval Search | Susan Onorato
Joanne Robertson |
| g. Safety Coordinator for JIF | Joanne Robertson |
| h. Deputy Safety Coordinator for JIF | Susan Onorato |
| i. Wellness Coordinator for JIF | Joanne Robertson |
| j. Deputy Wellness Coordinator for JIF | Susan Onorato |
| k. Deputy Township Clerk | Joanne Robertson |
| l. Registrar of Vital Statistics | Joanne Robertson |
| m. Deputy Registrar of Vital Statistics | Susan Onorato |
| n. Alternate Registrar of Vital Statistics | Patricia Coucoules |
| o. Deputy Tax Collector | Joan Schefferdecker |
| p. Tax Search | Kathryn Taylor |
| q. Assistant Tax Assessor | Kathryn Taylor |
| r. Assistant CFO | Patricia Coucoules |
| s. Technical Assistant | Patricia Coucoules |
| t. Public Works | |
| i. Supervisor | Norman Welsh |
| ii. Equipment Operator | Gary Welsh |
| iii. Equipment Operator | Steven Mitchell |
| u. Zoning Officer | Charles Schmidt |
| v. Part-Time Temporary Equipment Operators | |
| Michael Dealy, Jonathan Miller, Michael Welsh, John Ellicott, Lenard Hart & Richard Woodhull | |
| w. Dental Plan Agent | William Westrol |
| x. Planning Consultant | Dante Guzzi
Engineering &
Addison Bradley |
| y. Workmen's Compensation Doctor | Virtua Hospitals &
Urgent Care Centers |
| z. OEM Deputy Coordinators | William Carrig
Joseph Reinhart |

On motion of Committeeman Cooney, seconded by Committeeman Gray, it was moved to approve the above appointments. A roll call vote showed all members present voting yes.

Mayor Di Croce made the following appointments to the Mayor's Environmental Advisory Committee:

John Pickens
Bruce Friedman
Michael Countess

Mayor Di Croce appointed Jay Renwick to serve as Mayor's Designee to the Pineland's Municipal Council for a 1-year term expiring December 31, 2019.

Mayor Di Croce made the following appointments to the Joint Land Use Board:

Mayor's Alternate, Class I, (1-yr term)	Amy Huber	Expires 12/31/19
Township Official, Class II (1-yr term)	Susan Onorato	Expires 12/31/19
Class IV Member (4-yr term)	Eugene Lera	Expires 12/31/22
Class IV Member (4-yr term)	Noni Bookbinder-Bell	Expires 12/31/22
Alternate #2, Class IV (2-yr term)	Lawrence Sharrott	Expires 12/31/20

On motion of Committeeman Gray, seconded by Committeeman Gimbel, it was moved to appoint Mayor Michael Di Croce as a Class I member and Committeeman Mike Cooney as a Class III member to the Joint Land Use Board for a 1-year term expiring December 31, 2019. A roll call vote showed all members present voting yes except Mr. Cooney who abstained and accepted the appointment.

On motion of Committeeman Gimbel, seconded by Committeeman Gray, it was moved to appoint the following appointments to the Rent Control Board. A roll call vote showed all members present voting yes.

Member (3-yr term)	Christopher Zehnder	Expires 12/31/21
Member (balance of 3-yr term)	Kathleen Brietzman	Expires 12/31/19
Alt. Member #2 (3-yr term)	VACANT	Expires 12/31/21
Park Resident (3-yr term)	Beverly Powell	Expires 12/31/21

On motion of Committeeman Gray, seconded by Committeeman Mozitis, it was moved to approve the following appointments to the Shamong Township Recreation Advisory Committee:

Township Committee Member	Timothy Gimbel	Expires 12/31/19
Resident (4-yr term)	No Vacancies	
IMAA Representative (1-yr term)	Kim Albertson	Expires 12/31/19
IMAA President (1-yr term)	Kevin Waropay	Expires 12/31/19

A roll call vote showed all members present voting yes except Mr. Gimbel who abstained and accepted the appointment.

On motion of Committeeman Gimbel, seconded by Committeeman Cooney, it was moved to appoint: Township Administrator, Township Deputy Clerk, Township CFO, Township Building Code Official, John Lyons, William Carrig, Joseph Reinhart, Charles Burgin, John Smith, Thomas Gerber, Steven Mitchell, Michele Wells, Gary Welsh and Norman Welsh as members of the Emergency Management Staff for a one-year term ending 12/31/19. A roll call vote showed all members present voting yes.

On motion of Committeeman Cooney, seconded by Committeeman Gray, it was moved to appoint: Sean Gray, Timothy Gimbel, Michael Di Croce, Martin Mozitis, Michael Cooney, Susan Onorato, Joanne Robertson, Ed Toussaint, John Lyons, William Carrig, Joseph Reinhart, Thomas Gerber, John Smith, Michele Wells, Charlie Burgin, Sandy Howley, Kathy Agolio, Donna Longuillo, Todd Hall, Norman Welsh, Gary Welsh and Steven Mitchell **as members of the Emergency Management Council for a one-year term ending 12/31/19. A roll call vote showed all members present voting yes.**

On motion of Committeeman Gimbel, seconded by Committeeman Mozitis, it was moved to appoint: Mayor Di Croce, Susan Onorato, Ed Toussaint, Norman Welsh, John Smith, Dante Guzzi, Charlie Burgin, John Lyons, William Carrig and Joe Reinhart **as members of the Hazard Mitigation Committee for a one-year term ending 12/31/19. A roll call vote showed all members present voting yes.**

Mayor Di Croce opened the meeting to the public for questions or comments, there being none, Mayor Di Croce then closed the meeting to the public.

There being no further business, **on motion of Committeeman Gimbel, seconded by Committeeman Cooney, the meeting was adjourned. All members present voting yes.**

Attest:



Susan D. Onorato
Municipal Clerk