

Shamong, NJ 08088

January 2, 2018

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

The Municipal Clerk called the meeting to order at approximately 7:00 p.m.

The Clerk stated to please be advised that proper notice of this meeting has been given in compliance with the Open Public Meeting Act in the following manner; written notice has been sent to and published in the Burlington County Times and sent to the Central Record and posted as required by the Open Public Meeting Act.

Pledge of Allegiance was recited.

The Clerk introduced Martin Mozitis and acknowledged his previous years of service and the beginning of his tenth year of service.

**Martin Mozitis was sworn in as a Committee Member for a three-year term ending December 31, 2020 by Douglas Heinold, Esq.**

Roll Call (absentees noted)	Mr. Michael Cooney	P
	Mr. Michael Di Croce	P
	Mr. Timothy Gimbel	P
	Mr. Sean Gray	P
	Mr. Martin Mozitis	P

Also in attendance: D. Heinold, Solicitor and D. Guzzi, Engineer

**On motion of Committeeman Gimbel, seconded by Committeeman Gray, it was moved to appoint Committeeman Di Croce to serve as the 2018 Mayor. A roll call vote showed all members present voting yes.**

**On motion of Committeeman Cooney, seconded by Committeeman Gray, it was moved to appoint Timothy Gimbel to serve as the 2018 Deputy Mayor. A roll call vote showed all members present voting yes.**

**Mayor Michael Di Croce and Deputy Mayor Timothy Gimbel were sworn in by Douglas Heinold, Esq.**

Mrs. Onorato, the Clerk, reviewed the nature of Resolutions 2018R-1 through 2018R-18 and the Committee decided to move these annual resolutions collectively via a blanket motion. **On motion of Committeeman Cooney, seconded by Committeeman Mozitis, it was moved to approve Resolutions 2018R-1 through 2018R-18. A roll call vote showed all members present voting yes.**

- **2018R-1 Annual Meeting Schedule**
- **2018R-2 Authorization of Newspapers for Publication of Legal Notices**
- **2018R-3 Authorizing the Award of a Fair and Open Contract for Professional Services - Raymond, Coleman, Heinold, LLP Esquire as Township Solicitor – Certification of funds attached.**
- **2018R-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.**
- **2018R-5 Authorizing the Award of a Fair and Open Contract for Professional Services - Inverso and Stewart, LLC as Township Auditor – Certification of funds attached.**
- **2018R-6 Establishment of Tax Assessor’s Responsibilities**
- **2018R-7 Establishment of Grace Period for Payment of Taxes and Setting the Rate of Interest on Delinquent Taxes**
- **2018R-8 Designating the Official Depository of Funds and Escrows for the Township of Shamong**
- **2018R-9 Providing the budget be read by title only at the time of the public hearing**
- **2018R-10 Awarding the Contract with Pogue, Inc. for Coordination of Alcohol and Drug Testing**
- **2018R-11 Appointment of T.C. Irons as Risk Management Consultant for the year ending December 31, 2018**
- **2018R-12 Appointing a Contact Person for the Employment Practices Liability Attorney Consultation Service**
- **2018R-13 Appointing Joanne Robertson as Claims Coordinator and Susan Onorato as Assistant Claims Coordinator respectively to the Burlington County Joint Insurance Fund**
- **2018R-14 Appointing David Matchett as Fund Commissioner to the Burlington County Municipal Joint Insurance Fund**
- **2018R-15 Adopting a form required to be used for the filing of notices of tort claim against the Township of Shamong**
- **2018R-16 Accepting the Burlington County Municipal Joint Insurance Fund Safety & Compliance Program**
- **2018R-17 Accepting and adopting the Burlington County Municipal Joint Insurance Fund’s transitional Duty Program**
- **2018R-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 reported the temporary budget includes some debt payment, loan payments and for the first time, cemetery expenses. **On motion of Committeeman Mozitis, seconded by Committeeman Gimbel, it was moved to approve Resolution 2018R-19 authorizing the Establishment of a Temporary Budget for 2018. A roll call vote showed all members present voting yes.**

The Solicitor advised the Clerk that since the Appointments for 2018 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.

**Mayor Di Croce opened the meeting to the public, there being no comments from the public, Mayor Di Croce closed the meeting to the public.**

**Appointments for 2018:**

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
e. Municipal Search	Susan Onorato
f. Sub. Div. Approval Search	Joanne Robertson 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. Zoning Officer	Charles Schmidt
u. Part-time temporary Equipment Operators	Michael Dealy, Jonathan Miller, Michael Welsh and Richard Woodhull
v. Dental Plan Agent	William Westrol

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|----------------------------------|---|
| w. Planning Consultant           | Dante Guzzi Eng.                          |
| x. Workmen's Compensation Doctor | And Addison Bradley                       |
| y. OEM Deputy Coordinator        | Virtua Hospitals &<br>Urgent Care Centers |
|                                  | William Carrig                            |
|                                  | Joseph Reinhart                           |

**On motion of Committeeman Gray, seconded by Committeeman Mozitis, it was moved to approve the above appointments. 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 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, 2018. A roll call vote showed all members present voting yes.**

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

- Mayor's Alternate Class I, Vacant, 1-year term expiring 12/31/18
- Township Official Class II, Susan Onorato, 1 year term expiring 12/31/18
- Alternate #1, David Diamond, Class IV (2 yr. term) 12/31/19

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

- Member, Shannon Loger, 3 year term expiring 12/31/20
- Member, Susan Santanasto, 3 year term expiring 12/31/20
- Park Resident, VACANT (3 yr. term)

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

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|----------------|------------------|
| John Pickens   | Bruce Friedman   |
| Patrick Keeler | 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 12/31/18.**

**On motion of Committeeman Cooney, seconded by Committeeman Mozitis, it was moved to appoint:** Township Administrator, Township Deputy Clerk, Township CFO, John Lyons, William Carrig, Joseph Reinhart, Charles Burgin, John Smith, Thomas Gerber, Steven Mitchell, Tim Rowe, Gary Welsh and Norman Welsh, as members of the Emergency Management Staff for a one year term ending 12/31/18. **A roll call vote showed all members present voting yes.**

**On motion of Committeeman Gray, seconded by Committeeman Gimbel, it was moved to appoint:** Sean Gray, Timothy Gimbel, Michael Di Croce, Martin Mozitis, Michael Cooney, Susan Onorato, Joanne Robertson, John Lyons, William Carrig, Joseph Reinhart, Thomas Gerber, John Smith, Tim Rowe, Charlie Burgin, Sandy Howley, Kathy Agolio, Donna Longuillo, Ed Toussaint, Todd Hall, Norman Welsh, Gary Welsh and Steven Mitchell as members of the Emergency Management Council for a one year term ending 12/31/18. **A roll call vote showed all members present voting yes.**

**On motion of Committeeman Gimbel, seconded by Committeeman Cooney, it was moved to appoint:** Mayor Di Croce, Susan Onorato, 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 12/31/18. **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 Gray, the meeting was adjourned. All members present voting yes.**

Attest:

Susan D. Onorato  
Municipal Clerk