

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

The Township Clerk called the meeting 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.

The Clerk, Susan Onorato, requested Michael Di Croce and Timothy Gimbel to step forward.

**Michael Di Croce and Timothy Gimbel were sworn in as Committee Members for a three-year term ending December 31, 2022 by Douglas Heinold, Esq.**

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

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

**On motion of Committeeman Gimbel, seconded by Committeeman Cooney, it was moved to appoint Michael Di Croce to serve as the 2020 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 Cooney, seconded by Committeeman Mozitis, it was moved to appoint Timothy Gimbel to serve as the 2020 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 Douglas Heinold, Esq.**

Pledge of Allegiance was recited.

**COMMUNITY MOMENT: Nathan Butler sings the National Anthem**

The Mayor expressed his sincere appreciation for the great job and invited Nate Butler to say a few words to the Committee and public. Nate spoke briefly about living and growing up in Shamong since he was three years old; as well as his auditions and opportunity to be on "The Voice". Nate commented how the positive response and encouragement from Shamong and the surrounding area helped make the performance challenges and being in the spotlight easier. Nate commented that since that time in 2016, there are many exciting things going on in his life and that whatever the direction, he considers it an honor to have grown up in Shamong.

Committeeman Gray joined the meeting at 7:09 PM

**RESOLUTIONS:**

**Blanket Motion**

The Clerk introduced Resolutions 2020R-1 through 2020R-18 individually advising these annual resolutions would be moved for approval collectively via a blanket motion.

- a. **2020R-1** Annual Meeting Schedule
- b. **2020R-2** Authorization of Newspapers for Publication of Legal Notices
- c. **2020R-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. **2020R-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. **2020R-5** Authorizing the Award of a Fair and Open Contract for Professional Services - Inverso & Stewart, LLC as Township Auditor – Certification of funds attached
- f. **2020R-6** Establishment of Tax Assessor's Responsibilities
- g. **2020R-7** Establishment of Grace Period for Payment of Taxes and Setting the Rate of Interest on Delinquent Taxes
- h. **2020R-8** Designating the Official Depository of Funds and Escrows for the Township of Shamong
- i. **2020R-9** Providing the budget be read by title only at the time of the public hearing
- j. **2020R-10** Awarding the Contract with Pogue, Inc. for Coordination of Alcohol and Drug Testing
- k. **2020R-11** Appointment of T.C. Irons as Risk Management Consultant for the year ending December 31, 2020
- l. **2020R-12** Appointing a Contact Person for the Employment Practices Liability Attorney Consultation Service
- m. **2020R-13** Appointing Joanne Robertson as Claims Coordinator and Susan Onorato as Assistant Coordinator to the Burlington County Joint Insurance Fund

- n. **2020R-14** Appointing David Matchett as Fund Commissioner to the Burlington County Municipal Joint Insurance Fund
- o. **2020R-15** Adopting a form required to be used for the filing of notices of tort claim against the Township of Shamong
- p. **2020R-16** Accepting the Burlington County Municipal Joint Insurance Fund Safety & Compliance Program
- q. **2020R-17** Accepting and adopting the Burlington County Municipal Joint Insurance Fund's transitional Duty Program
- r. **2020R-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

**On motion of Committeeman Gimbel, seconded by Committeeman Cooney, it was moved to approve Resolutions 2020R-1 through 2020R-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 and cannot exceed 26.25% of the total budget of the preceding year. The Clerk advised the Township has not used the full amount, but has done what will get through the first quarter of the year until the budget is passed and in place. Total temporary budget is \$762,500 – items added this year were the \$44,067 capital lease payment for the plow truck purchased last year and \$10,000 for the recycling CART loan payment. **On motion of Committeeman Cooney, seconded by Committeeman Gimbel, it was moved to approve Resolution 2020R-19 authorizing the Establishment of a Temporary Budget for 2020. A roll call vote showed all members present voting yes.**

The Clerk reported the Community Emergency Response Team (CERT) list of volunteers, noted in 2020R-20 of the meeting packet, have been verified by John Lyons, the Office of Emergency Management (OEM) Coordinator. John Lyons gave a brief overview of CERT and was thanked by the Mayor for his service to the community. **On motion of Committeeman Gimbel, seconded by Committeeman Mozitis, it was moved to approve Resolution 2020R-20 appointing residents to the Pineland's CERT. A roll call vote showed all members present voting yes.**

The Clerk advised this Certification of Compliance has been recommended by the Burlington County Joint Insurance Fund for a number of years making sure compliance of standards are met. **On motion of Committeeman Gray, seconded by Committeeman Gimbel, it was moved to approve Resolution 2020R-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.**

The Clerk reported 2020R-22 assists with our eligibility for funding and helps in working together with other CERT teams. **On motion of Committeeman Cooney, seconded by Committeeman Mozitis, it was moved to approve Resolution 2020R-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.**

The Clerk advised per the Cemetery Advisory Board By-Laws, the Township Mayor, Deputy Mayor, Administrator and CFO are automatically appointed. There are two resident positions - Christopher Zehnder and Laura King. The Planner position is currently vacant until further review by the Cemetery Board. **On motion of Committeeman Gimbel, seconded by Committeeman Cooney, it was moved to approve Resolution 2020R-23 annual appointments to the Cemetery Advisory Board. A roll call vote showed all members present voting yes.**

The Clerk reported Mr. Szelc knows the business and is very good with the families. **On motion of Committeeman Cooney, seconded by Committeeman Gimbel, it was moved to approve Resolution 2020R-24 authorizing Szelc Memorial for Undertaker and related services at Pinelands Memorial Park Cemetery. A roll call vote showed all members present voting yes.**

The Mayor read into the minutes the Appointments for 2020 listed below to be approved by a blanket motion.

**Appointments for 2020:**

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. IT Director	Susan Onorato
l. Deputy Township Clerk	Joanne Robertson
m. Registrar of Vital Statistics	Joanne Robertson
n. Deputy Registrar of Vital Statistics	Susan Onorato
o. Alternate Registrar of Vital Statistics	Patricia Coucoules
p. Deputy Tax Collector	Joan Schefferdecker
q. Tax Search	Kathryn Taylor
r. Assistant Tax Assessor	Kathryn Taylor
s. Qualified Purchasing Agent	Donna Condo
t. Assistant CFO	Patricia Coucoules
u. Technical Assistant	Patricia Coucoules

- v. Public Works
  - i. Supervisor Norman Welsh
  - ii. Equipment Operator Gary Welsh
  - iii. Equipment Operator Steven Mitchell
- w. Zoning Officer Edward Toussaint
- x. Part-Time Temporary Equipment Operators
  - Michael Dealy, Jonathan Miller, Michael Welsh,
  - John Ellicott, Lenard Hart
- y. Dental Plan Agent VACANT
- z. Workmen's Compensation Doctor
  - Virtua Hospitals &
  - Urgent Care Centers
  - John Lyons (3-year term)
  - William Carrig
  - Joseph Reinhart
- aa. OEM Coordinator
- bb. OEM Deputy Coordinators

**On motion of Committeeman Gimbel, seconded by Committeeman Gray, it was moved to approve the above appointments by blanket motion. 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 and 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, 2020.**

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

Mayor's Alternate, Class I, (1-yr term)	Amy Huber	Expires 12/31/2020
Township Official, Class II (1-yr term)	Susan Onorato	Expires 12/31/2020
Class IV Member (4-yr term)	Barbara Valenzano	Expires 12/31/2023
Alternate #2, Class IV (2-yr term)	David Diamond	Expires 12/31/2021

**On motion of Committeeman Gimbel, seconded by Committeeman Gray, 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, 2020. A roll call vote showed all members present voting yes except Mr. Cooney who abstained and accepted the appointment.**

**On motion of Committeeman Gray, seconded by Committeeman Cooney, it was moved to approve 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 12/31/2022
Member (3-yr term)	Kathleen Brietzman	Expires 12/31/2021

Member (3-yr term)	Tracy Holdbrook	Expires 12/31/2021
Alt. Member #1 (3-yr term)	Paul Matthew Davis, Jr.	Expires 12/31/2021
Alt. Member #2 (Bal. 3-yr term)	Neil Wilkerson	Expires 12/31/2021
Park Resident (3-yr term)	Beverly Powell	Expires 12/31/2021

**On motion of Committeeman Mozitis, seconded by Committeeman Gray, it was moved to approve the following appointments to the Shamong Township Recreation Advisory Committee. A roll call vote showed all members present voting yes except Mr. Gimbel who abstained and accepted the appointment.**

Township Committee Member	Timothy Gimbel	Expires 12/31/2020
Resident (4-yr term)	No Vacancies	
IMAA Representative (1-yr term)	Kevin Waropay	Expires 12/31/2020
IMAA President (1-yr term)	Rick Ferrara	Expires 12/31/2020

**On motion of Committeeman Gimbel, seconded by Committeeman Mozitis, 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 12/31/2020.** A roll call vote showed all members present voting yes.

**On motion of Committeeman Gimbel, seconded by Committeeman Cooney, 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, Steven Mitchell and David Taylor **as members of the Emergency Management Council for a one-year term ending 12/31/2020.** A roll call vote showed all members present voting yes.

**On motion of Committeeman Mozitis, seconded by Committeeman Gimbel, 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 12/31/2020.** 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 Reorganization Meeting was adjourned.** All members present voting yes.

Attest:

