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**HAINESPORT TOWNSHIP COMMITTEE
REORGANIZATION MINUTES
JANUARY 3, 2019
7:00 P.M.**

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of January 3, 2019 was included in a meeting notice sent to the Burlington County Times and Courier Post on January 8, 2018 and advertised in said newspapers on January 11, 2018, respectively posted on the bulletin board in the municipal building on January 8, 2018 and has remained continuously posted as required under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk.

1. **CALL TO ORDER** by Township Clerk Paula Kosko at 7:00 P.M.
2. **FLAG SALUTE**
3. **STATEMENT OF ELECTION FOR MEMBER OF THE TOWNSHIP COMMITTEE**
4. **OATH OF OFFICE TO NEWLY ELECTED MEMBER OF TOWNSHIP COMMITTEE:**
 1. Gerard Clauss (oath administered by Assemblyman Ryan Peters)
5. **ROLL CALL** present were Committeewoman Gilmore, Committeewoman Schneider, Committeeman Masciocchi, Committeeman Costa and Committeeman Clauss.
6. **APPOINTMENT RESOLUTIONS**
 - 2019-1-1** Appoint Mayor, Chairman of Township Committee - Frank Masciocchi

Oath of Office (oath administered by Assemblyman Ryan Peters)

Motion: Committeewoman Gilmore. Second: Committeewoman Schneider. All yes.

- 2019-2-1** Appoint Deputy Mayor, Vice Chairman of Township Committee - Leila Gilmore

Oath of Office (oath administered by Assemblyman Ryan Peters)

Motion: Committeeman Costa. Second: Committeewoman Schneider. All yes.

2019-3-1 Appoint Liaison & Deputy Committee Persons

Public Safety Liaison – Gerard Clauss
Public Safety Deputy – Lee Schneider

Construction/Code Enforcement Liaison – Ted Costa
Construction/Code Enforcement Deputy - Lee Schneider

Administration Liaison – Frank Masciocchi
Administration Deputy – Leila Gilmore

Finance Liaison – Frank Masciocchi
Finance Deputy – Leila Gilmore

Public Works Liaison – Leila Gilmore
Public Works Deputy – Lee Schneider

Economic Development Liaison – Leila Gilmore
Economic Development Deputy – Gerard Clauss

Hainesport Education Foundation Liaison – Gerard Clauss

Senior Citizens Club Liaison – Leila Gilmore

Board of Chosen Freeholders – Lee Schneider

Motion: Committeewoman Schneider. Second: Committeewoman Gilmore. All yes.

2019-4-1 Authorizing Various Professional Appointments (see Resolution attached)

Motion: Committeeman Costa. Second: Committeeman Clauss. All yes.

2019-5-1 Appoint Risk Management Consultant – T. C. Irons Agency

Motion: Committeewoman Schneider. Second: Committeeman Costa. All yes.

2019-6-1 Joint Land Use Board Governing Body Class I through IV and Alternate Members

Class I – 1 year term expiring 12/31/2019 – Gerard Clauss
Class II – 1 year term expiring 12/31/2019 – Paula L. Kosko
Class III – 1 year term expiring 12/31/2019 – Leila Gilmore
Class IV – 3 year term expiring 12/31/2021 – Letitia Kelley
Class IV – 4 year term expiring 12/31/2020 - William Wagner
Class IV – 4 year term expiring 12/31/2022 – Thomas McKay

Class IV – Alternate #3 - 2 year term expiring 12/31/2020 – Richard Bradley

Motion: Committeewoman Schneider. Second: Committeewoman Gilmore. All yes.

Committeeman Clauss requested to add to the agenda Class IV –to be Patrick Tricocci. Motion: Committeewoman Schneider. Second: Committeeman Costa. All yes.

Motion to amend the agenda to allow Committeeman Clauss to add Patrick Tricocci to the Joint Land Use Board Governing Body: Committeeman Costa. Second: Committeewoman Schneider. All yes.

Committeeman Clauss made a motion to add Patrick Tricocci to the Joint Land Use Board, Class IV – Alternate #4. Second: Committeeman Costa. All yes.

2019-7-1 Environmental Commission -

3-year Term Expiring 12/31/2021 – Letitia Kelley, Roger Hessel

Motion: Committeewoman Gilmore. Second: Committeeman Clauss. All yes.

2019-8-1 Appoint Joint Insurance Fund Commissioner –Paula L. Kosko
Alternate Fund Commissioner – Donna Kilburn
Claims Coordinator - Donna Kilburn
Safety Coordinator – Paula L. Kosko

Motion: Committeewoman Gilmore. Second: Committeeman Costa. All yes.

2019-9-1 Appoint Deputy Clerk – Tara Wicker

Motion: Committeeman Costa. Second: Committeewoman Gilmore. All yes.

2019-10-1 Appointing a Public Agency Compliance Officer – Paula L. Kosko

Motion: Committeeman Clauss. Second: Committeewoman Gilmore. All yes.

2019-11-1 Appointing a Qualified Purchasing Agent – Kathleen Hoffman

Motion: Committeewoman Gilmore. Second: Committeeman Costa. All yes.

7. CONSENT AGENDA RESOLUTIONS

The items listed below are considered routine by the Township of Hainesport and will be enacted by one motion. There will be no formal discussion of these items. If discussion is desired, this item will be removed from the Consent Agenda and will be considered separately.

2019-12-1 Adopting Committee Dates

2019-13-1 Naming Official Newspapers

2019-14-1 Establish Township Holidays

2019-15-1 Authorization of Committee Before Encumbering Expenses

2019-16-1 CFO Notification of All Appointments which Obligate Township to Expend Funds

2019-17-1 Cash Management Plan

2019-18-1 Fixing Rate of Interest Charged on Delinquent Taxes and Miscellaneous Charge

2019-19-1 Authorizing Assessor to File Appeals with the Burlington County Board of Taxation

2019-20-1 Authorizing Tax Assessor to Handle Rollback Assessment Matters on Behalf of the Township

2019-21-1 Depository of Funds

2019-22-1 Establish the CFO \$250 Petty Cash Fund

2019-23-1 Authorized Check Signers

2019-24-1 Authorizing State Contract and County Contract for Purchases

2019-25-1 Designate Primary Care Physician for Employees

2019-26-1 Authorizing Tax Sale in Delinquent Installment Payments for Special Sewage Assessments

2019-27-1 Authorizing Tax Collector to Refund or Apply Credits for Taxes

2019-28-1 Authorizing Tax Collector to Mail Notice for Tax Sales

2019-29-1 Closing Municipal Complex Fields on Certain Dates

Motion: Committeewoman Schneider. Second: Committeewoman Gilmore.

All yes.

8. COMMENTS FROM THE PUBLIC

There were no comments from the public.

9. COMMENTS FROM THE COMMITTEE

Committeeman Costa thanked everyone for coming out this evening and wished them all a Happy New Year.

Committeewoman Gilmore also thanked everyone for coming out and welcomed Committeeman Clauss to the board and said she looks forward to working with him.

Committeewoman Schneider welcomed Committeeman Clauss to the board and also wished everyone a Happy New Year. She thanked Linda Hughes and Assemblyman Ryan Peters for coming tonight.

Committeeman Clauss thanked the board and said they would be awesome to work with. He also thanked the people of the town who welcomed him with open arms. Committeeman Clauss said they tried to give the people of the township the right substance during the election and believes they did. He thanked his family and said it was an honor to be on the board.

Mayor Masciocchi thanked everyone for coming out tonight and wished them all a Happy New Year. He welcomed Committeeman Clauss to the board and said he looks forward to working with him this year. Mayor Masciocchi thanked Freeholder Hughes and Assemblyman Peters for attending the meeting tonight. He also recognized several former mayors who attended the meeting.

10. ADJOURNMENT OF REORGANIZATION MEETING @ 7:15 P.M.

Respectfully Submitted,

Paula L. Kosko, RMC

Municipal Clerk/Administrator

OFFICIAL ACTION MAY BE TAKEN ON ANY ITEM ON THE AGENDA