



**HAINESPORT TOWNSHIP COMMITTEE  
REORGANIZATION AGENDA  
JANUARY 2, 2024  
6:30 P.M.**

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of January 2, 2024 with instructions for internet access was included in a meeting notice sent to the Burlington County Times and Courier Post on August 11, 2023 and advertised in said newspapers on August 16, 2023, and August 17, 2023 respectively posted on the website and the bulletin board in the municipal building on August 10, 2023 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**
2. **INVOCATION** – Father Joseph Noche, Our Lady Queen of Peace
3. **FLAG SALUTE**
4. **STATEMENT OF ELECTION FOR MEMBERS OF THE TOWNSHIP COMMITTEE**
5. **OATHS OF OFFICE TO NEWLY ELECTED MEMBERS OF TOWNSHIP COMMITTEE:**

1. Ken Montgomery
2. Karen Tordy

Oaths administered by 8<sup>th</sup> District Assemblyman Michael Torrissi Jr.

6. **ROLL CALL**
7. **APPOINTMENT RESOLUTIONS**

**2024-1-1** Appoint Mayor, Chairman of Township Committee

Oath of Office of the Mayor administered by Paula Kosko, Municipal Clerk

**2024-2-1** Appoint Deputy Mayor, Vice Chairman of Township Committee

Oath of Office of the Deputy Mayor administered by Paula Kosko, Municipal Clerk

**2024-3-1** Appoint Liaison & Deputy Committee Persons

- 2024-4-1** Authorizing Various Professional Appointments and Contracts
- Township Auditor:
- Township Solicitor: John C. Gillespie Parker McCay, P. A.
- Township Engineer: Martin G. Miller Alaimo Group
- Township Special/Conflict  
Projects Engineers: Wendell Bibbs Remington & Vernick
- Fred Turek Turek Engineering
- Gregory Valesi CME
- Township Planner: Scott Taylor Taylor Design Group
- Labor Attorney: Susan S. Hodges Parker McCay, P. A.
- Animal Control: NJ Animal Control Services, LLC
- Affordable Housing Planner Megan York CGP&H
- Affordable Housing Administrative Agent CGP&H
- 2024-5-1** Appoint Risk Management Consultant – T. C. Irons Agency
- 2024-6-1** Joint Land Use Board Governing Body Class I through IV and Alternate Members
- 2024-7-1** Appointing Environmental Commission and Alternate Members  
3-year Term Expiring 12/31/2026 – Merrilee Torres  
2-year Term Expiring 12/31/2026 – John Cane
- 2024-8-1** Appoint Burlington County Joint Insurance Fund Members  
Fund Commissioner – Paula L. Kosko  
Alternate Fund Commissioner – Tara Wicker  
Claims Coordinator – Tara Wicker  
Safety Coordinator – Paula L. Kosko
- 2024-9-1** Appoint Deputy Clerk – Tara Wicker

- 2024-10-1** Appointing a Public Agency Compliance Officer – Paula L. Kosko
- 2024-11-1** Appointing a Qualified Purchasing Agent – Paula Kosko
- 2024-12-1** Appointing Chief Financial Officer – Dawn McClain
- 2024-13-1** Appointing the Tax Collector and Granting Tenure – Paula Tiver
- 2024-14-1** Appointing Sustainable New Jersey Green Team Members  
Township Committee Member & Chair (1-year Term Expiring 12/31/24)  
– Anna Evans  
Township Administrator – (1-year Term Expiring 12/31/24)  
- Paula Kosko  
Environmental Commission Member #1 (3-year Term Expiring 12/31/26)  
– Janice Ludden  
Environmental Commission Member #2 (3-year Term Expiring 12/31/26)  
– Leila Gilmore  
Citizen Member #1 (3-year Term Expiring 12/31/26) – Paula Uhland  
Citizen Member #2 (2-year Term Expiring 12/31/25) – Samantha Loveman  
Citizen Member #3 (2-year Term Expiring 12/31/26) – Erin Minero
- 2024-15-1** Appointing Recreation Commission Members  
3-year Term Expiring 12/31/2026 - Donna Casey  
3-year Term Expiring 12/31/2026 - Shelby Maccar
- 2024-16-1** Appointing Municipal Housing Liaison – Paula L. Kosko

**8. 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 requested, this item will be removed from the Consent Agenda and will be considered separately.

- 2024-17-1** Adopting Committee Dates
- 2024-18-1** Naming Official Newspapers
- 2024-19-1** Establishing Township Holidays
- 2024-20-1** Authorization of Committee Before Encumbering Expenses
- 2024-21-1** CFO Notification of all Appointments which Obligate Township to Expend Funds
- 2024-22-1** Adopting Cash Management Plan
- 2024-23-1** Fixing Rate of Interest Charged on Delinquent Taxes and Miscellaneous Charges
- 2024-24-1** Authorizing Assessor to File Appeals with the Burlington County Board of Taxation
- 2024-25-1** Authorizing Tax Assessor to Handle Rollback Assessment Matters on Behalf  
of the Township
- 2024-26-1** Depository of Funds
- 2024-27-1** Establishing the \$250 Petty Cash Fund
- 2024-28-1** Authorizing Check Signers
- 2024-29-1** Authorizing State Contract and County Contract for Purchases

**2024-30-1** Designate Primary Care Physician for Employees

**2024-31-1** Authorizing Tax Collector to Refund or Apply Credits for Taxes

**2024-32-1** Authorizing Tax Collector to Mail Notice for Tax Sales

**2024-33-1** Closing Municipal Complex Fields on Certain Dates

**9. COMMENTS FROM THE PUBLIC**

**10. COMMENTS FROM THE COMMITTEE**

**11. BENEDICTION** – William Lynch

**12. ADJOURNMENT OF REORGANIZATION MEETING @ \_\_\_\_\_ P.M.**

**OFFICIAL ACTION MAY BE TAKEN ON ANY ITEM ON THE AGENDA**

**Township Committee Reorganization Meeting**  
**January 2, 2024**  
**6:30 pm**

To eliminate background noise so that all meeting participants can hear, please mute your microphone and remain in listening mode only. The Clerk will place all remote attendees on this platform on mute as well. During public comment period(s), the Clerk will unmute all remote participants. If you do not have a question or comment, please manually re-mute your microphone. The Clerk will manage the remote users for public comments. All remote users must state their name and address at the beginning of his/her public comment.

Should a member of the public that is using the GoToMeeting platform become disruptive, that person will be kept on mute and warned that continued disruption may result in being prevented from speaking or removed from the remote meeting. If time permits, the disruptive individual shall be allowed to speak after all other members of the public have been given the opportunity to speak.

# Remote Access Instructions

## 1. GoToMeeting

**Please join my meeting from your computer, tablet or smartphone.**

<https://meet.goto.com/Hainesport/january22024reorganizationmeeting>

**You can also dial in using your phone.**

United States: [+1 \(312\) 757-3121](tel:+13127573121)

**Access Code:** 701-672-125

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## 2. YouTube Live

Tonight's meeting will also be available for live viewing on Hainesport Township's **YouTube Live** channel:

Search on YouTube – Township of Hainesport Live Stream

\*Public questions or comments *may not* be responded to on YouTube Live. Please use the GoToMeeting platform for all remote communication.

The governing body requests that **questions or comments on agenda items be directed to the Administrator/Municipal Clerk by 4pm on the Tuesday of the meeting**. All questions and comments will be considered by the Township Committee and entered into the official minutes of the meeting.

Individuals calling into the phone number or accessing from a computer will be able to fully participate in the meeting. However, all persons calling in will be asked to place their phones on mute unless speaking and being recognized to speak during a Public Hearing or Comments from the Public. A non-public dial in number will be used if executive session is required.