

**HAINESPORT TOWNSHIP COMMITTEE  
REORGANIZATION MINUTES  
JANUARY 5, 2016  
7:00 P.M.**

**This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of January 5, 2016 was included in a meeting notice sent to the Burlington County Times and Courier Post on January 7, 2015 and advertised in said newspapers on January 9, 2015, posted on the bulletin board in the municipal building on January 13, 2015 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.**

**CALL TO ORDER** – by Township Administrator Leo J. Selb, Jr.

**FLAG SALUTE**

**Oath of Office to Michael Fitzpatrick by the retired Honorable Judge Philip Haines.**

**ROLL CALL** – present were Committeeman MacLachlan, Committeeman Boettcher, Committeeman Dickinson, Committeeman Porto and Committeeman Fitzpatrick. Also present was Township Administrator/Clerk Leo J. Selb, Jr.

**RESOLUTIONS**

1.     **2016-1-1**     Appoint Mayor, Chairman of Township Committee – Michael Dickinson

**Motion: Committeeman Porto. Second: Committeeman MacLachlan. All yes.**

*Oath of Office administered by Honorable Judge Philip Haines*

2.     **2016-2-1**     Appoint Deputy Mayor, Vice Chairman of Township Committee – Anthony Porto II

**Motion: Committeeman Fitzpatrick. Second: Committeeman Boettcher. All yes.**

*Oath of Office administered by Honorable Judge Philip Haines*

3.     **2016-3-1**     Appoint Liaison & Deputy Committee Persons

Public Safety – Liaison – Committeeman Boettcher  
Public Safety – Deputy – Mayor Dickinson

Construction/Code Enforcement – Liaison –  
Committeeman MacLachlan

Construction/Code Enforcement – Deputy –  
Committeeman Boettcher

Administration – Liaison – Mayor Dickinson  
Administration – Deputy – Committeeman Porto

Finance – Liaison – Committeeman Fitzpatrick  
Finance – Deputy – Mayor Dickinson

Public Works – Liaison – Committeeman Boettcher  
Public Works – Deputy – Committeeman MacLachlan

Economic Development – Liaison – Committeeman  
Fitzpatrick  
Economic Development – Deputy – Committeeman  
Boettcher

Hainesport Education Foundation - Liaison –  
Committeeman Fitzpatrick

**Motion: Committeeman Fitzpatrick. Second: Committeeman Porto.  
All yes.**

4.     **2016-4-1**     Appoint Senior Citizens Committee (2) –
- Liaison – Mayor Dickinson  
Deputy – Committeeman Fitzpatrick

**Motion: Committeeman Boettcher. Second: Committeeman Porto.  
All yes.**

**At this time Mayor will entertain a motion to approve the following Resolutions item  
number:**

- 5. 2016-5-1** Adopting Committee Dates
- 6. 2016-6-1** Naming Official Newspapers
- 7. 2016-7-1** Establish Township Holidays
- 8. 2016-8-1** Establish a Temporary Budget

- 23. 2016-23-1** Authorization of Committee Before Encumbering Expenses
- 24. 2016-24-1** CFO Notification of All Appointments which Obligate Township to Expend Funds
- 25. 2016-25-1** Cash Management Plan
- 26. 2016-26-1** Fixing Rate of Interest Charged on Delinquent Taxes and Miscellaneous Charge
- 27. 2016-27-1** Authorizing Assessor to File Appeals with the Burlington County Board of Taxation
- 28. 2016-28-1** Authorizing Tax Assessor to Handle Rollback Assessment Matters on Behalf of the Township
- 29. 2016-29-1** Depository of Funds
- 30. 2016-30-1** Establish the CFO \$250 Petty Cash Fund
- 31. 2016-31-1** Authorized Check Signers
- 32. 2016-32-1** Authorizing State Contract and County Contract for Purchases
- 33. 2016-33-1** Designate Primary Care Physician for Employees
- 35. 2016-35-1** Authorizing Tax Sale in Delinquent Installment Payments for Special Sewage Assessments
- 36. 2016-36-1** Authorizing Tax Collector to Refund or Apply Credits for Taxes
- 37. 2016-37-1** Authorizing Tax Collector to Mail Notice for Tax Sales
- 38. 2016-38-1** Closing Municipal Complex Fields on Certain Dates

**Motion: Committeeman Boettcher. Second: Committeeman Fitzpatrick. All yes.**

9.     **2016-9-1**     Appointment of Township Planner – Reagan Design

**Motion: Committeeman Boettcher. Second: Committeeman Porto. All yes.**

10.    **2016-10-1**    Appointment of Township Solicitor – Theodore Costa

**Motion: Committeeman MacLachlan. Second: Committeeman Porto.  
Committeeman Boettcher: no. All others yes.**

11.    **2016-11-1**    Appointment of Township Bond Counsel – Capehart and  
          Scatchard

**Motion: Committeeman MacLachlan. Second: Committeeman Boettcher.**  
**All yes.**

12.     **2016-12-1**     Appointment of Township Auditor – Bowman Company

**Motion: Committeeman Boettcher. Second: Committeeman Fitzpatrick. All**  
**yes.**

13.     **2016-13-1**     Appointment of Township Engineer – Alaimo Group

**Motion: Committeeman Boettcher. Second: Committeeman Fitzpatrick. All**  
**yes.**

14.     **2016-14-1**     Appointment of Council on Affordable Housing  
Special Counsel – Parker McCay

**Motion: Committeeman MacLachlan. Second: Committeeman Boettcher.**  
**All yes.**

15.     **2016-15-1**     Appoint Risk Management Consultant – T C Irons

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick.**  
**All yes.**

16.     **2016-16-1**     Appoint Employment Practices Liability  
Attorney – Armando Ricci

**Motion: Committeeman Boettcher. Second: Committeeman Porto. All yes.**

17.     **2016-17-1**     Resolution Authorizing Interlocal Services  
Agreement with Lumberton Township for Fire Official and  
Fire Inspectors

**Motion: Committeeman Boettcher. Second: Committeeman MacLachlan.**  
**All yes.**

18.     **2016-18-1**     Appoint Members of Joint Land Use Board  
Class I – Mayor Designate – Mayor Dickinson  
  
Class II - Official of Municipality – Leo Selb

**Motion: Committeeman Boettcher. Second: Committeeman Fitzpatrick. All**  
**yes.**

19.     **2016-19-1**     Joint Land Use Board Governing Body

Class III – Committee Member – Committeeman Boettcher

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**

20.     **2016-20-1**     Joint Land Use Board  
Class IV – 3 year term expiring 12/31/2018-Letitia Kelley  
Class IV – 4 year term expiring 12/31/2019- Andrew  
Dodulik

**Motion: Committeeman Boettcher. Second: Committeeman Porto. All yes.**

21.     **2016-21-1**     Class IV – Alternate #1 and 2  
2 year term expiring 12/31/2017 –  
2 year term expiring 12/31/2017 –  
Jerry Clauss, Jill Tyndale and Thomas Tiver were named as  
Class IV alternates.

**Motion: Committeeman Porto. Second: Committeeman Fitzpatrick. All yes.**

22.     **2016-22-1**     Environmental Commission -  
3 year term expiring 12/31/2018 – Letitia Kelley  
- Roger Hessel

**Motion: Committeeman Boettcher. Second: Committeeman Porto. All yes.**

34.     **2016-34-1**     Appoint Joint Insurance Fund Commissioner – Leo F. Selb,  
Jr.  
Alternate Fund Commissioner – Donna Kilburn  
Claims Coordinator - Donna Kilburn  
Safety Coordinator - Leo F. Selb, Jr.

**Motion: Committeeman Boettcher. Second: Committeeman MacLachlan. All yes.**

39.     **2016-39-1**     Resolution Reappointment to Recreation Commission –  
Donna Casey

**Motion: Committeeman Boettcher. Second: Committeeman Fitzpatrick. All yes.**

40.     **2016-40-1**     Resolution Appointing a Public Agency Compliance  
Officer – Leo F. Selb, Jr.

**Motion: Committeeman Boettcher. Second: Committeeman Porto. All yes.**

41.     **2016-41-1**     Resolution Authorizing the Appointment of Conflict Counsel for 2016 – Parker McCay

**Motion: Committeeman Boettcher. Second: Committeeman Fitzpatrick. All yes.**

42.     **2016-42-1**     Resolution Awarding a Contract for Animal Control to M&R Wildlife Removal, Inc.

**Motion: Committeeman Boettcher. Second: Committeeman Porto. All yes.**

43.     **2016-43-1**     Appointment of Fire Official and Fire Inspectors  
Fire Official - Patrick Bigoss  
Fire Inspectors – Ryan Hoffman and George Myers

**Motion: Committeeman Boettcher. Second: Committeeman MacLachlan. All yes.**

The committee decided to re-visit **2016-21-1** and made the decision that they would let it stand the way it was originally stated.  
2 year term expiring 12/31/2017 – Jerry Clauss  
2 year term expiring 12/31/2017 – Jill Tyndale  
2 year term expiring 12/31/2017 – Thomas Tiver

**Motion: Committeeman Porto. Second: Committeeman Fitzpatrick. All yes.**

## **COMMENTS FROM THE PUBLIC**

**Catherine McNelis, 407 Bischoff Avenue** – congratulated Mayor Dickinson on his appointment and said he would make a nice mayor compared to what we have had. Ms. McNelis went on to say that she hopes Mr. Fitzpatrick and Mr. “Porko” do call any resident by any derogatory name again. When they are sitting up on the podium and call a resident by a “nasty” name because they think it is cute, that is not nice. The committeeman may not like the person coming up and telling them how many benefits they are getting; the person doesn’t like them getting the benefits.

## **COMMENTS FROM THE COMMITTEE**

**Committeeman MacLachlan** congratulated Mayor Dickinson and Committeeman Porto on their appointments and wished them good luck in their positions.

**Committeeman Boettcher** gave them the same sentiments and thanked Committeeman Fitzpatrick for last year.

**Committeeman Fitzpatrick** congratulated Mayor Dickinson and Committeeman Porto and wished them good luck for the year.

**Committeeman Porto** thanked Committeeman Fitzpatrick for his term last year and he looks forward to a good year with the incoming mayor this year. He looks forward to working hard for the tax payers. He also thanked the committee for placing their trust in him to be nominated Deputy Mayor.

**Mayor Dickinson** congratulated Committeeman Fitzpatrick for his re-election last year and thanked him for serving as mayor last year. As a team, he believes they accomplished a lot of good things last year and is looking forward to another positive year. One of the goals is proper communication and this year the township won a contest for a free website design thanks to Leo. We have some fantastic ideas right away and he thinks it will really help out with communication. Another thing Mayor Dickinson suggested to the audience is to sign up for our newsletter. Leo and the girls in the office do a fantastic job setting it up and get a lot of information out there. He thanked everyone from Hainesport for giving him the opportunity to serve as mayor and he also thanked the members of the committee for their confidence. There is no doubt in his mind that they live in one of the greatest towns in the state. Together with the employees in the township we will continue to keep this a great city in which to live. Mayor Dickinson also thanked his family for their love and support; with their endless support he can do anything.

**ADJOURNMENT @ 7:30 P.M.**

**Motion to adjourn by Township Administrator Selb. Voice vote: all yes.**