

**MINUTES FOR THE ORGANIZATION MEETING AND FIRST REGULAR MEETING  
OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF WANTAGE, HELD AT  
THE WANTAGE TOWNSHIP MUNICIPAL BUILDING,  
888 STATE HIGHWAY ROUTE 23, WANTAGE, N.J., ON JANUARY 6, 2011**

Administrator Clerk James Doherty called the meeting to order.

**OATH OF OFFICE**

Mr. Doherty read the "Statement of Determination" of the Board of County Canvassers, for the Election held on November 2, 2010.

Mr. Doherty administered the Oath of Office to Committeeman-elect Ronald Bassani for a three-year term as Committee Member of the Township of Wantage.

**ROLL CALL OF TOWNSHIP COMMITTEE MEMBERS FOR THE YEAR 2011**

Present: William DeBoer, William Gaechter, Ronald Bassani  
Absent: None

**COMMITTEE APPOINTMENT: MAYOR FOR THE YEAR 2011**

Mr. Doherty opened the floor for Committee nominations to the position of Mayor for 2011.

Mr. Gaechter moved to name William DeBoer as Mayor for 2011. Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

Mr. DeBoer assumed the Mayor's seat, at this time.

**OPEN PUBLIC MEETINGS ACT COMPLIANCE**

Mayor DeBoer stated "This meeting is being held in compliance with the provisions of the Open Public Meetings Act, Public Laws of 1975, Chapter 231. It has been properly advertised and certified by the Clerk".

**FLAG SALUTE**

Mayor DeBoer invited all persons present to participate in the Pledge of Allegiance to the United States Flag.

**COMMITTEE APPOINTMENT: DEPUTY MAYOR FOR THE YEAR 2011**

Mayor DeBoer opened the floor for Committee nominations to the position of Deputy Mayor for 2011.

Mr. Bassani moved to name William Gaechter as Deputy Mayor for 2011.

Mayor DeBoer seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**BOARDS, COMMISSIONS, AND COMMITTEES**

**LAND USE BOARD**

Mayor DeBoer announced appointments to the Land Use Board, as follows:

- William DeBoer, Class I member, for a term running thru 12/31/11
- Patrick Stefanelli, Class II member, for a term running thru 12/31/11
- Ronald Slate, Class IV member, for a term running thru 12/31/14
- Angelo Cillaroto Alternate #1, for a term running thru 12/31/12
- Joanne Kanapinski, Alternate #2, for a term running thru 12/31/12

Mayor DeBoer opened the floor to the Committee, for the Class III appointment to the Land Use Board, for a one-year term running through 12/31/11.

Mr. Bassani moved to name William Gaechter as Class III Land Use Board member for 2011.

Mayor DeBoer seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**BOARD OF RECREATION COMMISSIONERS**

Mayor DeBoer announced appointment to the Board of Recreation Commissioners: Christine Feoranzo, for a term running thru 12/31/2015; Evelyn Baig, for a term running thru 12/31/2015; Karen Merritt, to Alternate #1, for a term running through 12/31/2015; Tanya Chiofalo, to Alternate #2, for a term running through 12/31/2014

Mayor DeBoer offered nominations for appointment to the various boards, agencies and commissions of the Township, as follows:

**BOARD OF HEALTH:**

Peter Lindsay, Regular member, for a term running thru 12/31/15

**EMERGENCY MANAGEMENT COMMITTEE**

Emergency Management Coordinator	Joseph Konopinski	thru 12/31/12
Deputy Coordinator #1	Edward Vander Berg	thru 12/31/11
Deputy Coordinator #2	Thomas Madsen	thru 12/31/11
F.A.S., EMC member	Michael Puskas	thru 12/31/11
F.A.S., EMC Alternate	Allen Breach	thru 12/31/11
Damage Assessment	Patrick Stefanelli	thru 12/31/11
Fire Chief, EMC member	John Cannici	thru 12/31/11
Facilities, EMC Member	Amy Heater	thru 12/31/11
Communications, EMC Member	William Gebhard	thru 12/31/11
Communications, EMC Member	Dean Snook	thru 12/31/11
DPW Supt., EMC Member	Claude Wagner	thru 12/31/11
Sanitarian, EMC Member	Michael Plaza	thru 12/31/11
Finance/Resource Mgt., EMC Member	Michelle LaStarza	thru 12/31/11
Resource Management	Earl Snook	thru 12/31/11
Mayor, EMC Member	TBA	thru 12/31/11
Public Information Officer	James Doherty	thru 12/31/11
Media	New Jersey Herald	thru 12/31/11
Evacuation	Leroy Little	thru 12/31/11
Operations, EMC Member	Donald R. Slate	thru 12/31/11
Operations, EMC Member	John Du Pont	thru 12/31/11
Operations, EMC Member	Leo Kinney	thru 12/31/11

Mr. Gaechter moved to confirm the Mayor's nominations, as shown above. Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**PROFESSIONAL APPOINTMENTS**

Mayor DeBoer offered nominations for professional appointments of the Township in 2011:

Township Public Defender:	James P. Sloan	thru 12/31/11
Township Judge:	Craig Dana – pending confirmation via Governor App	thru 09/30/11
Township Attorney:	Michael Garofalo thru 12/31/11	
Township Bond Counsel:	Edward McManimon	thru 12/31/11
Township Auditor:	Thomas Ferry	thru 12/31/11
Township Architect:	Charles Schaffer thru 12/31/11	
Township Prosecutor:	William Haggerty	thru 12/31/11
Township Engineer:	Harold Pellow	thru 12/31/12

Mr. Gaechter moved to confirm the Mayor's nominations, as shown above.

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**MAYOR'S APPOINTMENTS**

At this time, Mayor DeBoer presented nominations for appointment to the various positions of Township Government for the year 2011, as follows:

Subdivision Approval Certification Officer:	James R. Doherty
Recycling Coordinator:	James R. Doherty
Principal Public Works Manager:	James R. Doherty
Assessment Search Officer:	James R. Doherty
Qualified Purchasing Agent:	James R. Doherty
Municipal Affordable Housing Liaison:	James R. Doherty
Public Agency Compliance Officer for Affirmative Action:	James R. Doherty
Municipal Chief Finance Officer (4 <sup>th</sup> year of a 4 year appt):	Michelle LaStarza
PERS/PFRS Certifying Agent:	Michelle LaStarza
Tax Search Officer:	Melissa Caton
Animal Control Officer:	John Abate
Emergency 911 Coordinator:	Joseph Konopinski

Mr. Bassani moved to confirm the Mayor's nominations, as shown above.

Mr. Gaechter seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**OPEN SPACE ADVISORY COMMITTEE**

At this time, Mayor DeBoer presented nominations for appointment of members to the 2011 Open Space Advisory Committee of Wantage Township: Mr. Michael Garrett, Mr. William Gaechter, Mr. Scott Sargent, Mr. Rudy Solar, Mr. Thomas P. Davis, Ms. Diane Snure, Mr. Kenneth Nelson, Mr. Douglas Ricker

Mr. Gaechter moved to confirm the Mayor's nominations, as shown above.

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**RECOGNITION OF LINE OFFICERS**

At this time, Mayor DeBoer introduced 2011 Wantage Township Fire Chief John Cannici, who presented the 2011 Line Officers of the Wantage Township Fire Department. Mr. Doherty offered the Oath of Office to the said Line Officers. Mayor DeBoer offered words of thanks and appreciation for the selfless devotion and dedication of the Wantage Township Fire Department.

At this time, Mayor DeBoer introduced 2011 Wantage Township First Aid Squad Captain Michael Puskas Jr., who presented the 2011 Line Officers of the Wantage Township First Aid Squad. Mr. Doherty offered the Oath of Office to the said Line Officers. Mayor DeBoer offered words of thanks and appreciation for the selfless devotion and dedication of the Wantage Township First Aid Squad.

**APPROVAL OF ORGANIZATION MEETING CONSENT AGENDA**

**PROFESSIONAL SERVICES RESOLUTIONS**

Mr. Bassani moved to adopt a Professional Services resolution for various professional services:

WHEREAS, N.J.S.A. 40A:11-5 et. seq. Allows for a municipality to award a contract without public advertising for bids and bidding thereof under certain circumstances, and

WHEREAS, the Township has a need for assistance during the course of this calendar year involving various professional services, and

WHEREAS, the services being solicited are essential to the security of the community, and

WHEREAS, the contract award for these services complies with requirements set forth by N.J.S.A.19:44A-20.4 et seq., as shown on the attached Pay to Play Compliance Statement; and

WHEREAS, the governing body of the Township of Wantage is of the opinion that the circumstances for professional service contractual arrangements, as required by NJSA 40A:11-5(1) are satisfied in this situation,

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Wantage, in the County of Sussex, New Jersey, that the following contracts be and they are hereby approved without the need for public advertisement of bids and bidding thereof:

Awarded to: Michael Garofalo, of the law firm Laddey Clark & Ryan of Sparta, NJ

Services: Township Attorney                      Duration: calendar year of 2011

Amount: Varies based on service per fee schedule attached to contract

Awarded to: Edward McManimon, of the law firm McManimon & Scotland of Newark, NJ

Services: Township Bond Counsel.                      Duration: calendar year of 2011.

Amount: Varies based on service per fee schedule attached to contract

Awarded to: Harold E. Pellow of the Firm of Harold E. Pellow and Associates, of Augusta, N.J.

Services: Township Engineer.                      Duration: calendar year of 2011.

Amount: Varies based on service per fee schedule attached to contract

Awarded to: Thomas Ferry, of the Accounting & Auditing firm

Ferraioli, Wielkotz, Cerullo & Cuva of Newton, N.J.

Services: Township Auditor.                      Duration: calendar year of 2011.

Amount: Varies based on service per fee schedule attached to contract

Awarded to: William Haggerty, of the law firm Dolan & Dolan of Newton, N.J.

Services: Township Prosecutor.                      Duration: calendar year of 2011.

Amount: Varies based on service per fee schedule attached to contract

Awarded to: James Sloan, Esq., of Allamuchy, N.J.

Services: Public Defender                      Duration: calendar year of 2011.

Amount: \$6,500 stipend

BE IT FURTHER RESOLVED, in accordance with the requirements of N.J.S.A. 40A:11-5, the Township Clerk is hereby directed to post a copy of this resolution on the bulletin board of the Township Hall, and publish a brief public notice stating the nature, duration, service and amount of the contracts herein awarded, and stating that said contract and this resolution are on file and available for public inspection in the office of the Municipal Clerk.

Mr. Gaechter seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**TEMPORARY BUDGET**

Mr. Bassani moved to adopt the 2011 local temporary budget for the Township of Wantage, as follows:

WHEREAS, N.J.S.A. 40A:4-1 et seq. deals with state regulation of local budget matters and these regulations require a temporary budget be adopted covering the first quarter of the fiscal year, and WHEREAS, the total appropriations exclusive of capital improvements, debt service, deferred charges and reserve for uncollected taxes amounted to \$4,135,410 in the 2010 municipal budget, NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Township of Wantage, County of Sussex, State of New Jersey that the 2011 temporary budget be adopted in the amount of \$344,617.50 per month until such time as the 2011 budget is finally adopted.

BE IT FURTHER RESOLVED, by the governing body of the Township of Wantage, County of Sussex, State of New Jersey that the 2011 temporary Water/Sewer budget be adopted in the amount of \$10,000 per month until such time as the 2011 budget is finally adopted.

BE IT FURTHER RESOLVED, by the governing body of the Township of Wantage, County of Sussex, State of New Jersey that the 2011 temporary Open Space budget be adopted in the amount of \$6,079 per month until such time as the 2011 budget is finally adopted.

Mr. Gaechter seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**RATES OF INTEREST**

Mr. Bassani moved to adopt a resolution establishing the rate of interest to be charged for non-payment of taxes and utilities, on or after the date when they would become delinquent, follows:

WHEREAS, N.J.S.A. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

WHEREAS, N.J.S.A. 54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00, and allows an additional penalty of 6% to be collected against a delinquency in excess of \$10,000.00 on properties that fail to pay the delinquency prior to the end of the calendar year; NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Wantage, in the County of Sussex, New Jersey, as follows:

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes becoming delinquent after due date and 18% per annum on any amount of taxes in excess of \$1,500.00, becoming delinquent after the due date, and if the total amount due on December 31, is in excess of \$10,000.00, an additional penalty of 6% shall be charged against the delinquency.
2. There will be a ten (10) day grace period for quarterly tax payments. However, any payments not paid within the ten day grace period will be charged interest from the due date.
3. The Tax Collector is hereby authorized to proceed in accordance with N.J.S.A. 54:4-123, "Receiver of Rents and Income from Real Property in the Municipality for Collection and Satisfaction of Delinquent Taxes", as provided by statute, for collection of delinquent taxes.
4. The Township Clerk shall provide a certified copy of this resolution to the Tax Collector, Township Attorney, and Township Auditor for the Township of Wantage.

Mr. Gaechter seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**OVERPAYMENT/UNDERPAYMENT OF TAXES**

Mr. Bassani moved to authorize the Tax Collector to cancel of record any overpayment or underpayment of taxes and/or utilities in the amount of \$10.00 or less for the calendar year 2011, in accordance with the provisions of N.J.S.A 40A:5-17.1.

Mr. Gaechter seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**CASH MANAGEMENT PLAN**

Mr. Bassani moved to adopt the Cash Management Plan of the Township of Wantage for 2011, which is on file in the Clerk's Office. Mr. Gaechter seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**OFFICIAL DEPOSITORIES**

Mr. Bassani moved to adopt the following resolution:

BE IT RESOLVED, by the Mayor and Committee of the Township of Wantage, in the County of Sussex, New Jersey, that the following Banks be and they are hereby designated as depositories for the funds of the Township of Wantage for the calendar year 2011: New Jersey Cash Management Fund, Chase Bank, Sussex Bank, Lakeland State Bank, and Commerce Bank;

BE IT FURTHER RESOLVED, that the Chief Finance Officer of the Township of Wantage be and she is hereby authorized to invest and reinvest the Township's Funds in the above-designated official depositories, in accordance with the statutory duties of the office of Chief Finance Officer and the Municipal Ordinances governing said duties.

Mr. Gaechter seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**MEETING DATES**

Mr. Bassani moved to adopt the Mayor and Committee of the Township of Wantage Schedule Of 2011 Meetings and First 2012 Regular Meeting, as follows:

**LOCATION:**

Wantage Township Municipal Building, 888 State Route 23, Wantage, New Jersey 07461

**DATE:**

**TYPE OF MEETING**

**TIME**

January 6, 2011	Organization Meeting	7:00 p.m.
	Regular Meeting	immediately thereafter.
January 13, 2011	Budget Work Session & Bill Payment	9:00 a.m.
January 20, 2011	Budget Work Session	9:00 a.m.
January 27, 2011	Regular Meeting	7:00 p.m.
February 10, 2011	Regular Meeting	7:00 p.m.
February 24, 2011	Regular Meeting	7:00 p.m.
March 10, 2011	Regular Meeting	7:00 p.m.
March 31, 2011	Regular Meeting	7:00 p.m.
April 14, 2011	Regular Meeting	7:00 p.m.
April 28, 2011	Regular Meeting	7:00 p.m.
May 12, 2011	Regular Meeting	7:00 p.m.
May 26, 2011	Regular Meeting	7:00 p.m.
June 9, 2011	Regular Meeting	7:00 p.m.
June 30, 2011	Regular Meeting	7:00 p.m.
July 14, 2011	Regular Meeting	7:00 p.m.
August 11, 2011	Regular Meeting	7:00 p.m.
September 8, 2011	Regular Meeting	7:00 p.m.
September 29, 2011	Regular Meeting	7:00 p.m.
October 13, 2011	Regular Meeting	7:00 p.m.
October 27, 2011	Regular Meeting	7:00 p.m.
November 10, 2011	Regular Meeting	7:00 p.m.
December 8, 2011	Regular Meeting	7:00 p.m.
Thursday, January 5, 2012	Organization Meeting	7:00 p.m.
	Regular Meeting - immediately following Organization Meeting	

Mr. Gaechter seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**OPEN PUBLIC MEETINGS ACT COMPLIANCE**

Mr. Bassani moved to approve a resolution of compliance with the Provisions of the Open Public Meetings Act for 2011, as per the following:

WHEREAS, the Mayor and Committee of the Township of Wantage desire to continue to keep the public informed of its activities and comply with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.,

NOW, THEREFORE, BE IT RESOLVED,

- (A) The Mayor and Committee of the Township of Wantage, in the County of Sussex, New Jersey, hereby announce that they shall hold their regular 2011 meetings and the 2012 Organization Meeting at the Municipal Building, 888 State Highway Route 23, in the Township of Wantage at the dates and times set forth on the schedule attached hereto and made a part hereof.
- (B) The newspapers, to which all notices required by the aforesaid Act are to be sent, shall be the New Jersey Herald, and the Newark Star Ledger.
- (C) The public place at which all notices shall be posted shall be the bulletin board situated in the Wantage Municipal Building.
- (D) Any person requesting copies of any regular meeting schedule or revision and any advance written notice of any regular, special or rescheduled meeting, in accordance with the aforesaid act, shall be charged in accordance with the existing fee schedule of the Township of Wantage for each and every notice to be so mailed. No notice shall be mailed to any person unless prepayment of the aforesaid annual charge has been received. The Clerk, upon request for notice of regular and special meeting shall estimate the number of special meetings to be called, based on the previous year, and require of person(s) seeking notice, to deposit the appropriate sum with the Clerk. If said sum be expended at the rate set forth, applicants will be requested by the Township Clerk to deposit a reasonable sum for additional notices. No refunds will be made of unexpended amounts. Notwithstanding the foregoing, any notices requested by the news media shall be mailed to the news media, free of charge.
- (E) The rules of procedure by which this body operates are hereby amended to provide that at the commencement of every meeting, the presiding person shall announce publicly, and shall cause to be entered in the Minutes, a statement to the effect that adequate notice of the meeting has been provided, specifying the time, place and manner in which such notice was provided; or, if adequate notice was not provided, the nature of the urgency and importance of the matter to be discussed and the substantial harm to the public interest likely to result in the event of a delay; that the meeting will be limited to discussion of such matter of urgency and importance; the time, place and manner in which notice of the meeting was provided; and either that the need for such a meeting could not reasonably have been foreseen at the time when adequate notice could have been provided and specifying the reason why such could not have been foreseen or alternately that such need could have reasonably been foreseen at a time when adequate notice could have been provided, that such notice was not provided and the reason therefore.
- (F) The Clerk shall forthwith post a copy of this resolution and schedule included herewith upon the bulletin board of the Municipal Building and transmits copies thereof to the newspapers designated herein.

Mr. Gaechter seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**OFFICIAL SIGNATORIES**

Mr. Bassani moved. To designate as those authorized to sign checks and warrants for the withdrawal of funds from the official depositories of the Township of Wantage for the year 2011 to be Mayor William DeBoer and/or Deputy Mayor William Gaechter; Administrator Clerk James Doherty; Chief Finance Officer Michelle La Starza.

Mr. Gaechter seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**OFFICIAL NEWSPAPERS**

Mr. Bassani moved to designate the New Jersey Herald, the New Jersey Sunday Herald, and the Newark Star Ledger as official newspapers of the Township of Wantage for the year 2011.

Mr. Gaechter seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**DEFENSE AGAINST TAX APPEALS**

Mr. Bassani moved to authorize the Township Attorney and the Township Tax Assessor to defend the Township of Wantage against all tax appeals, as follows:

BE IT RESOLVED, by the Mayor and Committee of the Township of Wantage, in the County of Sussex, New Jersey, that the Township Attorney Michael Garofalo, and the Township Tax Assessor Melissa Rockwell, be and they are hereby officially authorized to represent the Township of Wantage for Tax Appeals filed for 2011, for the purpose of correcting the Township of Wantage Tax List including but not limited to rollback complaints, added and omitted assessment complaints, and such other appeals as are necessary to correct the assessment for the Township of Wantage,

BE IT FURTHER RESOLVED that the Township Attorney and the Township Tax Assessor be and they are hereby designated as the agents of the Township of Wantage for the purpose of entering into and signing settlements of the foregoing matters by stipulation.

BE IT FURTHER RESOLVED, that the Township Attorney and the Township Tax Assessor shall be compensated for their services in the defense and representation of the Township, with respect to Tax Appeals filed for 2011, in accordance with the existing employment contract on file for the Township Attorney and Township Tax Assessor, respectively, in effect for calendar year 2011.

Mr. Gaechter seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**ESTABLISHING LEGAL HOLIDAYS**

Mr. Bassani moved to establish the Legal Holidays observed within the Township of Wantage for calendar year 2011, as follows:

BE IT RESOLVED, by the Township Committee of the Township Of Wantage, that the following dates shall be recognized as official Township Holidays for calendar year 2011, during which municipal offices shall be closed to the public in recognition of the said Holidays:

Monday, January 17, 2011:	Martin Luther King Jr. Day
Monday, February 21, 2011:	President's Day
Friday, April 22, 2011:	Good Friday
Monday, May 30, 2011:	Memorial Day
Monday, July 4, 2011:	Independence Day Observed
Monday, September 5, 2011:	Labor Day
Monday, October 10, 2011:	Columbus Day
Thursday, November 24, 2011:	Thanksgiving Day
Friday, November 25, 2011:	Day after Thanksgiving
Monday, December 26, 2011:	Christmas
Friday, December 30, 2011:	New Year's Eve

BE IT FURTHER RESOLVED, each employee shall be entitled to one "Floating Holiday", to be taken at the discretion of the employee provided the Department Head confirms that by taking said floating holiday, the employee's absence will not interfere with the smooth operation of the department on that date.

Mr. Gaechter seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**ACCEPTING INSURANCE BONDS**

Mr. Bassani moved to approve the Insurance Bonds for various municipal officials and the Blanket Bond covering all Bondable officials for calendar year 2011.

Mr. Gaechter seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**AUTHORIZING PURCHASING AUTHORITY OF THE ADMINISTRATOR CLERK**

Mr. Bassani moved to authorize the Administrator Clerk, as the Qualified Purchasing Agent, to have discretionary spending authority of up to \$5,000 on any given purchase or project during calendar year 2011, with any proposed expenditure above this amount being brought to the governing body for authorization prior to the issuance of a purchase order.

Mr. Gaechter seconded the motion. Upon Roll call, **Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**NAMING STATEWIDE INSURANCE FUND REPRESENTATIVE**

Mr. Bassani moved to confirm the Administrator Clerk as the Wantage Township Commissioner for the Statewide Insurance Fund for calendar year 2011.

Mr. Gaechter seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**NAMING SAFETY/LOSS PREVENTION REPRESENTATIVE**

Mr. Bassani moved to confirm the Administrator Clerk as the Wantage Township Safety & Loss Prevention Representative for the Statewide Insurance Fund for calendar year 2011.

Mr. Gaechter seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**AUTHORIZING THE TREASURER TO PAY BILLS BETWEEN MEETINGS**

Mr. Bassani moved to authorize the Treasurer to pay bills involving statutory requirements and contractual obligations, as of their due dates, rather than waiting until the next available regularly scheduled meeting, as per the following:

WHEREAS, all claims of payment by the Township Of Wantage, County of Sussex, State of New Jersey, are required to be first submitted to the Township Committee for consideration before payment is made, and

WHEREAS, due to the nature of certain claims, and timing of the particular meeting involved, certain claims should be paid when presented which are statutory and regular in nature, rather than held for the next meeting of the Township Committee due to the nature of said bills,

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township Of Wantage, as follows:

1. The Township of Wantage does hereby approve of the payment between meetings of the following enumerated claims for payment, when the same are presented to the Township Committee and Chief Finance Officer of the Township Of Wantage:
  - a. Township of Wantage payroll accounts and payroll agency accounts
  - b. Sussex/Wantage Regional Board of Education
  - c. High Point Regional High School
  - d. Sussex County Treasurer (County Taxes only)
  - e. Banks for investment purposes, interfund transfers, and/or debt service payment
  - f. Township Attorney (normal retainer)
  - g. Township Auditor (normal retainer)
  - h. Land Use Board Attorney (normal retainer)
  - i. Township Prosecutor (normal retainer)
  - j. Telephone Utility Companies (normal monthly billings)
  - k. Health Benefits premiums and Dental Insurance premiums
  - l. Life Insurance premiums
  - m. U.S. Postmaster and/or Sussex/Wantage Postmaster
  - n. Electric Utility Companies (normal monthly billings)
  - o. Petty Cash
  - p. Insurance Advisors and Premiums
  - q. Reissue of checks after a stop payment has been enforced
  - r. Sussex County – Permit Fees and Application Fees
  - s. 10% Bid Bond Returns
  - t. Sussex County Municipal Utilities Authority bills
  - u. State of New Jersey – Application Fees, Permit Fees, NJDEP License Fees, State Surcharges
  - v. Payments to Contractors of Capital Projects subject to Prompt Payment of Construction Contracts Legislation, P.L.2006, c.96.
  - w. Consolidation Study Commission invoices
2. That the Chief Finance Officer be and she is hereby authorized and directed to prepare the proper vouchers for payment of the above recited accounts when the same is properly presented to her for payment, and that thereafter said clam shall be listed on the List of Bills to be approved by the Township Committee.
3. A certified copy of this resolution shall be forwarded to the Chief Finance Officer and to the Township Auditor of the Township Of Wantage.

Mr. Gaechter seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None



**MAYOR'S STATEMENT**

Mayor DeBoer addressed the Committee and the public with remarks concerning priorities and goals for the Township of Wantage in 2011.

**COMMITTEE COMMENTS**

Mr. Gaechter and Mr. Bassani offered remarks concerning 2011 Committee goals and priorities.

**OPEN PUBLIC SESSION – Organization Meeting**

Mayor DeBoer opened the meeting to the public, for any questions or comments involving the good and welfare of the community.

Parker Space, Sussex County Freeholder and Wantage Township resident, offered congratulations to the members of the governing body and extended a hand of cooperation on behalf of the Board of Chosen Freeholders.

There being no one else present wishing to address the governing body at this time, Mayor DeBoer closed the meeting to the public.

Mayor DeBoer announced that this concludes the Organization meeting agenda, and that the governing body would commence with the first Regular Meeting agenda of the Mayor and Committee of the Township of Wantage for 2011 after a brief recess.

**CONSENT AGENDA**

After a brief recess, Mayor DeBoer commenced the Regular Meeting Agenda, and requested that the governing body Review the Consent Agenda for the Regular meeting. There being no one present wishing anything removed, Mayor DeBoer moved to approve the consent agenda.

Mr. Gaechter moved to approve payment of Bills for the Meeting of January 6, 2011

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer **Nays:** None **Absent:** None **Abstain:** None

Mr. Gaechter moved to approve the renewal of Animal Control and Pound Shared Service Agreement with Hardyston Township for 2011

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer **Nays:** None **Absent:** None **Abstain:** None

Mr. Gaechter moved to approve the renewal of Animal Control and Pound Shared Service Agreement with Newton Town for 2011

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer **Nays:** None **Absent:** None **Abstain:** None

Mr. Gaechter moved to approve the renewal of Animal Control Shared Service Agreement with Andover Township for 2011

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer **Nays:** None **Absent:** None **Abstain:** None

Mr. Gaechter moved to approve the renewal of Animal Control and Pound Shared Service Agreement with Franklin Borough for 2011

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer **Nays:** None **Absent:** None **Abstain:** None

Mr. Gaechter moved to approve the renewal of Dog Pound Shared Service Agreement with Lafayette Township for 2011

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer **Nays:** None **Absent:** None **Abstain:** None

Mr. Gaechter moved to approve the renewal of Junkyard License for Charles & Annette Meissner for Block 117, Lot 33

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer **Nays:** None **Absent:** None **Abstain:** None

Mr. Gaechter moved to approve the renewal of Junkyard License for Beemerville Auto Wrecking, Inc., for Block 125, Lot 6.02

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer **Nays:** None **Absent:** None **Abstain:** None

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Mr. Gaechter moved to approve the renewal of Inter-municipal Court Shared Service Agreement with Sussex Borough for 2011

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

Mr. Gaechter moved to approve and confirm the action taken by Administrator James Doherty in applying for NJ Office of Clean Energy Direct Install Grant Application for upgrade to municipal lights and retrofit of boilers in the municipal building and Dog Pound, utilizing Donnelly Energy Solutions (pre-approved vendor for said grant programs, authorized by the New Jersey Department of Community Affairs).

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

Mr. Gaechter moved to approve Change Order #1 to the Project entitled "Striping Crigger & Neilson Roads", representing a \$70 reduction in the previous contract amount for said project.

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

Mr. Gaechter moved to approve and confirm the action taken by Administrator James Doherty to authorize repair of 1995 International Fire Engine to First Priority Vehicles, Inc., in an amount not to exceed \$15,500, per recommendation and request of Wantage Township Fire Chief.

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

Mr. Gaechter moved to approve the change in Wantage Township Employee Handbook and Personnel Policy, increasing threshold of eligibility for health benefits to be 35 hours or more per week employment.

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

Mr. Gaechter moved to authorize additional sick leave benefit for employee Kim Moore totaling 18.5 days in accordance with office staff union contract for December 2010

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

Mr. Gaechter moved to authorize correction of a data entry error on Block 3 Lot 2.01, which created an inadvertent double assessment on said property lot for the year 2010, per recommendation of Tax Assessor and Tax Collector.

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

Mr. Gaechter moved to authorize correction of a data entry error on Block 42 Lot 38, which created an inadvertent double assessment on said property lot for the year 2010, per recommendation of Tax Assessor and Tax Collector.

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

Mr. Gaechter moved to authorize correction of a data entry error on Block 42 Lot 38.01, which created an inadvertent double assessment on said property lot for the year 2010, per recommendation of Tax Assessor and Tax Collector.

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

Mr. Gaechter moved to authorize correction of a data entry error on Block 42 Lot 38.02, which created an inadvertent double assessment on said property lot for the year 2010, per recommendation of Tax Assessor and Tax Collector.

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

Mr. Gaechter moved to approve the request of American Red Cross to hold annual coin collection drive on Saturday, May 21, 2011 from 9 am – 1 pm at the intersection of Route 23 and Glenwood Road, subject to receiving all necessary state and county approvals for holding said event on State and County Highway.

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**ADMINISTRATOR'S REPORT**

Mr. Doherty reminded the members of the governing body that their decision on how to handle 2011 Park Mowing and Maintenance was necessary before the end of this year.

Mayor DeBoer suggested addressing this issue during the budget work sessions.

**2011 FINANCIAL DISCLOSURE STATEMENTS**

Mr. Doherty requested the governing body complete their 2011 Financial Disclosure Statements for compliance with the New Jersey Local Public Ethics Law.

**Action Items for Tonight's Meeting**

Mr. Doherty outlined several action items for the attention of the governing body, requesting their consideration of approval

Mr. Bassani moved to approve the following action items:

- a) Accepting, with regrets, the resignation of Susan Floyd from employment with Wantage Township effective January 31, 2011.
- b) Naming Patrick Stefanelli to the 2011 Emergency Management Council to perform the duties of Damage Assessment Member
- c) Approving 2011 Animal Control and Pound contract with Hamburg Borough
- d) Approving the award of \$2,266,000.00 Bond Anticipation Note dated January 14, 2011 to low bidder, Valley National Bank at a rate of 1.12% (compared to a rate of 1.00% for 2010), per the recommendation of the Chief Finance Officer Michelle La Starza.

Mr. Gaechter seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**ATTORNEY'S REPORT:**

None

**TOWNSHIP COMMITTEE MEMBER REPORTS:**

None

**OLD BUSINESS:**

None

**NEW BUSINESS:**

**Introduction of Ordinance 2011-01: Capital Ordinance – DPW Equipment**

Mr. Gaechter moved to introduce on first reading, Ordinance 2011-01 entitled “ORDINANCE APPROPRIATING THE SUM OF \$7,000.00 FOR THE PURCHASE OF BRINE SPREADERS”, with a final Hearing scheduled for January 27, 2011.

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

**Approval of Minutes**

Mr. Gaechter moved to approve the minutes of the meeting of the Wantage governing body held on December 9, 2010 and the minutes of the special meeting held on December 30, 2010.

Mr. Bassani seconded the motion. Upon Roll call,

**Ayes:** Gaechter, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** Bassani

**OPEN PUBLIC SESSION**

Mayor DeBoer opened the meeting to the public at this time, for any questions or comments involving the good and welfare of the community.

Edward Vander berg, Quarry Road, inquired regarding the legal costs which have been paid by the Township associated with litigation involving William Gettler. Mr. Garofalo encouraged Mr. Vander berg to pursue his inquiry utilizing OPRA.

Mr. Vander berg inquired regarding a property inspection schedule for rental property owned by William Gettler.

Mr. Doherty suggested that Mr. Vander berg’s questions appeared to deal with a desire for information rather than a desire for public records, and as such Mr. Vander berg could make use of a “Request For Service” form in the municipal clerk’s office, to frame his inquiries and obtain a response.

William Gettler, Gemmer Road, offered his views on tax impacts, and offered his views on Mr. Vander berg’s questions.

There being no one else present wishing to address the governing body at this time, Mayor DeBoer closed the meeting to the public.

**ADJOURNMENT**

There being no further items for the attention of the governing body, Mr. Bassani moved to adjourn the meeting. Mr. Gaechter seconded the motion. Upon Roll call,

**Ayes:** Gaechter, Bassani, DeBoer    **Nays:** None    **Absent:** None    **Abstain:** None

Mayor DeBoer declared this meeting adjourned.

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James R. Doherty, Administrator Clerk