

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 5, 2012

Administrator Clerk James Doherty called the meeting to order.

OATH OF OFFICE

Sussex County Clerk Jeffrey Parrott read the "Statement of Determination" of the Board of County Canvassers, for the Election held on November 8, 2011.

Mr. Parrott administered the Oath of Office to Committeeman-elect William DeBoer for a three-year term as Committee Member of the Township of Wantage.

ROLL CALL OF TOWNSHIP COMMITTEE MEMBERS FOR THE YEAR 2012

Present: William DeBoer, William Gaechter, Ronald Bassani

Absent: None

COMMITTEE APPOINTMENT: MAYOR FOR THE YEAR 2012

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

Mr. DeBoer moved to name William Gaechter as Mayor for 2012. Mr. Bassani seconded the motion. Upon Roll call,

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

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

OPEN PUBLIC MEETINGS ACT COMPLIANCE

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

COMMITTEE APPOINTMENT: DEPUTY MAYOR FOR THE YEAR 2012

Mayor Gaechter opened the floor for Committee nominations to the position of Deputy Mayor for 2012.

Mr. DeBoer moved to name Ronald Bassani as Deputy Mayor for 2012.

Mayor Gaechter seconded the motion. Upon Roll call,

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

BOARDS, COMMISSIONS, AND COMMITTEES

LAND USE BOARD

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

- William Gaechter, Class I member, for a term running thru 12/31/12
- Patrick Stefanelli, Class II member, for a term running thru 12/31/12
- Larry Bono, Class IV member, for a term running thru 12/31/15
- Justin Vander Groef, Alternate #3, for a term running thru 12/31/15

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

Mr. DeBoer moved to name Ronald Bassani as Class III Land Use Board member for 2012.

Mayor Gaechter seconded the motion. Upon Roll call,

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

BOARD OF RECREATION COMMISSIONERS

Mayor Gaechter announced appointment to the Board of Recreation Commissioners for Karen Merritt, for a term running through 12/31/2016

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

BOARD OF HEALTH: Dr. Arthur Braunwell, Regular member for a term thru 12/31/16.

EMERGENCY MANAGEMENT COMMITTEE

Emergency Management Coordinator	Joseph Konopinski	thru 12/31/14
Deputy Coordinator #1	Edward Vander Berg	thru 12/31/12
Deputy Coordinator #2	Thomas Madsen	thru 12/31/12
F.A.S., EMC member	Michael Puskas	thru 12/31/12
F.A.S., EMC Alternate	Allen Breach	thru 12/31/12
Damage Assessment	Patrick Stefanelli	thru 12/31/12
Fire Chief, EMC member	John Cannici	thru 12/31/12
Facilities, EMC Member	Amy Heater	thru 12/31/12
Communications, EMC Member	William Gebhard	thru 12/31/12
Communications, EMC Member	Dean Snook	thru 12/31/12
DPW Supt., EMC Member	Claude Wagner	thru 12/31/12
Sanitarian, EMC Member	Michael Plaza	thru 12/31/12
Finance/Resource Mgt., EMC Member	Michelle La Starza	thru 12/31/12
Resource Management	Earl Snook	thru 12/31/12
Mayor, EMC Member	William Gaechter	thru 12/31/12
Public Information Officer	James Doherty	thru 12/31/12
Media	New Jersey Herald	thru 12/31/12
Evacuation	Leroy Little	thru 12/31/12
Operations, EMC Member	Donald R. Slate	thru 12/31/12
Operations, EMC Member	John Du Pont	thru 12/31/12
Operations, EMC Member	Leo Kinney	thru 12/31/12

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

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

PROFESSIONAL APPOINTMENTS

Mayor Gaechter offered nominations for professional appointments of the Township in 2012:

Township Public Defender:	James P. Sloan	thru 12/31/12
Township Judge:	Craig Dana	thru 05/23/14
Township Attorney:	Michael Garofalo	thru 12/31/12
Township Bond Counsel:	Edward McManimon	thru 12/31/12
Township Auditor:	Thomas Ferry	thru 12/31/12
Township Architect:	Charles Schaffer	thru 12/31/12
Township Prosecutor:	William Haggerty	thru 12/31/12
Township Engineer:	Harold Pellow	thru 12/31/14

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

Mr. DeBoer seconded the motion. Upon Roll call,

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

MAYOR'S APPOINTMENTS

At this time, Mayor Gaechter presented nominations for appointment to the various positions of Township Government for the year 2012, as follows:

Subdivision Approval Certification Officer:	James R. Doherty	for calendar year 2012
Recycling Coordinator:	James R. Doherty	for calendar year 2012
Principal Public Works Manager:	James R. Doherty	for calendar year 2012
Assessment Search Officer:	James R. Doherty	for calendar year 2012
Qualified Purchasing Agent:	James R. Doherty	for calendar year 2012
Municipal Affordable Housing Liaison:	James R. Doherty	for calendar year 2012
Public Agency Compliance Officer for Affirmative Action:	James R. Doherty	for calendar year 2012
Municipal Chief Finance Officer:	Michelle LaStarza –	4 year appt thru 12/31/15
PERS/PFRS Certifying Agent:	Michelle LaStarza	for calendar year 2012
Tax Search Officer:	Melissa Caton	for calendar year 2012
Animal Control Officer:	John Abate	for calendar year 2012
Risk Management Consultant:	Frank Covelli, PIA	for calendar year 2012
Mayor's Representative to SWAC:	William Gaechter	for calendar year 2012
Emergency 911 Coordinator:	Joseph Konopinski	for calendar year 2012

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

Mr. DeBoer seconded the motion. Upon Roll call,

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

OPEN SPACE ADVISORY COMMITTEE

At this time, Mayor Gaechter presented nominations for appointment of members to the 2012 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. Bassani moved to confirm the Mayor's nominations, as shown above.

Mr. DeBoer seconded the motion. Upon Roll call,

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

RECOGNITION OF LINE OFFICERS

At this time, Mayor Gaechter introduced 2012 Wantage Township Fire Chief John Cannici, who presented the 2012 Line Officers of the Wantage Township Fire Department. Mr. Doherty offered the Oath of Office to the said Line Officers. Mayor Gaechter offered words of thanks and appreciation for the selfless devotion and dedication of the Wantage Township Fire Department.

At this time, Mayor Gaechter introduced 2012 Wantage Township First Aid Squad Captain Marisa Gorman, who presented the 2012 Line Officers of the Wantage Township First Aid Squad. Mr. Doherty offered the Oath of Office to the said Line Officers. Mayor Gaechter 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 2012

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 2012.

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 2012.

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

Awarded to: Thomas Ferry, of the Accounting & Auditing firm Ferraioli, Wielkotez, Cerullo & Cova of Newton, N.J.

Services: Township Auditor. Duration: calendar year of 2012.

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 2012.

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 2012.

Amount:\$10,000 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. Deboer seconded the motion. Upon Roll call,

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

TEMPORARY BUDGET

Mr. Bassani moved to adopt the 2012 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 \$4,095,519 in the 2011 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 2012 temporary budget be and it is hereby adopted in the amount of \$341,293 per month until such time as the 2012 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 2012 temporary Water/Sewer budget be adopted in the amount of \$12,003 per month until such time as the 2012 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 2012 temporary Open Space budget be adopted in the amount of \$6,064 per month until such time as the 2012 budget is finally adopted.

Mr. DeBoer 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. DeBoer 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 2012, in accordance with the provisions of N.J.S.A 40A:5-17.1.

Mr. DeBoer 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 2012, which is on file in the Clerk's Office. Mr. deBoer 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 2012: 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. DeBoer 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 2012 Meetings and First 2013 Regular Meeting, as follows:

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

<u>DATE:</u>	<u>TYPE OF MEETING</u>	<u>TIME</u>
January 5, 2012	Organization Meeting Regular Meeting	7:00 p.m. immediately thereafter.
January 14, 2012	Budget Work Session	9:00 a.m.
January 21, 2012	Budget Work Session	9:00 a.m.
January 26, 2012	Regular Meeting	7:00 p.m.
February 9, 2012	Regular Meeting	7:00 p.m.
February 23, 2012	Regular Meeting	7:00 p.m.
March 8, 2012	Regular Meeting	7:00 p.m.
March 29, 2012	Regular Meeting	7:00 p.m.
April 12, 2012	Regular Meeting	7:00 p.m.
April 26, 2012	Regular Meeting	7:00 p.m.
May 10, 2012	Regular Meeting	7:00 p.m.
May 24, 2012	Regular Meeting	7:00 p.m.
June 14, 2012	Regular Meeting	7:00 p.m.
June 28, 2012	Regular Meeting	7:00 p.m.
July 26, 2012	Regular Meeting	7:00 p.m.
August 16, 2012	Regular Meeting	7:00 p.m.
September 20, 2012	Regular Meeting	7:00 p.m.
September 27, 2012	Regular Meeting	7:00 p.m.
October 18, 2012	Regular Meeting	7:00 p.m.
October 25, 2012	Regular Meeting	7:00 p.m.
November 8, 2012	Regular Meeting	7:00 p.m.
November 29, 2012	Regular Meeting	7:00 p.m.
December 13, 2012	Regular Meeting	7:00 p.m.
December 27, 2012	Regular Meeting	7:00 p.m.
Thursday, January 3, 2013	Organization Meeting Regular Meeting - immediately following Organization Meeting	7:00 p.m.

Mr. DeBoer 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 2012, 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 2012 meetings and the 2013 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. DeBoer 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 2012 to be Mayor William Gaechter and/or Deputy Mayor Ronald Bassani; Administrator Clerk James Doherty; Chief Finance Officer Michelle La Starza.

Mr. DeBoer 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 2012.

Mr. DeBoer 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 Thomas DeKorte, be and they are hereby officially authorized to represent the Township of Wantage for Tax Appeals filed for 2012, 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 2012, in accordance with the existing employment contract on file for the Township Attorney and Township Tax Assessor, respectively, in effect for calendar year 2012.

Mr. DeBoer 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 2012, 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 2, 2012	New Year's Day Observed
Monday, January 16, 2012:	Martin Luther King Jr. Day
Monday, February 20, 2012:	President's Day
Friday, April 6, 2012:	Good Friday
Monday, May 28, 2012:	Memorial Day
Wednesday, July 4, 2012:	Independence Day Observed
Monday, September 3, 2012:	Labor Day
Monday, November 12, 2012:	Veterans Day Observed
Thursday, November 22, 2012:	Thanksgiving Day
Friday, November 23, 2012:	Day after Thanksgiving
Monday, December 24, 2012	Christmas Eve
Tuesday, December 25, 2012:	Christmas

Mr. DeBoer 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 2012.

Mr. DeBoer 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 2012, with any proposed expenditure above this amount being brought to the governing body for authorization prior to the issuance of a purchase order.

Mr. DeBoer 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 2012.

Mr. DeBoer 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 2012.

Mr. DeBoer 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. DeBoer seconded the motion. Upon Roll call,

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

MAYOR'S STATEMENT

Mayor Gaechter addressed the Committee and the public with remarks concerning priorities and goals for the Township of Wantage in 2012.

COMMITTEE COMMENTS

Mr. Gaechter and Mr. Bassani offered remarks concerning 2012 Committee goals and priorities.

OPEN PUBLIC SESSION – Organization Meeting

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

Karen Merritt, Alpine Road, expressed a desire to see meeting start times changed from 7:00 pm to 7:30 pm, and to see two meetings a month in July and August.

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.

Jeffrey Parrott, Sussex County Clerk, offered thanks for the honor of swearing in the various local officials this evening; complimented Township Attorney Michael Garofalo for his services and expertise; complimented Township Administrator Clerk Jim Doherty for his service and for being named Municipal Clerk of the Year in the State of New Jersey for 2011; and offered wishes of success to the members of the governing body.

Mr. Parrott also offered warnings to members of the general public regarding two Scams that are being perpetrated around the county, involving misinformation about the cost and the need to obtain certified copies of a deed of property ownership, and telephone contact with elderly citizens in an attempt to trick these citizens into offering their social security numbers, which can lead to identity theft.

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

Mayor Gaechter 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 2012 after a brief recess.

FIRST REGULAR MEETING

After a brief recess, Mayor Gaechter commenced the Regular Meeting, confirmed the full attendance of all members of the governing body, reiterated the Open Public Meetings Act Compliance Statement, and requested that the governing body Review the Consent Agenda for the Regular meeting.

CONSENT AGENDA

APPLICATIONS

Mr. Bassani moved to approve Raffle License RL 12-01 to High Point Regional Booster Club for On Premise Merchandise Raffle on April 20, 2012, and Raffle License RL 12-02 to High Point Regional Booster Club for On Premise 50/50 Raffle on April 20, 2012. Mr. DeBoer seconded the motion. Upon Roll call,

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

CONSENT AGENDA, continued

RESOLUTIONS

Mr. Bassani moved to authorize the refund of \$8,100.00 to Lien Times for Tax Sale Premium, Block 12.01 Lot 10.02; \$2,170.73 to William S. Winters, Esq, for Tax Appeal, Block 53.12 Lot 4; and \$1,547.36 to William S. Winters, Esq, for Tax Appeal, Block 42.12 Lot 7.08.

Mr. DeBoer seconded the motion. Upon Roll call,

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

Mr. Bassani moved to authorize the refund of \$1,650.62 to Ryan Homes for D-11-03, Block 21, Lot 34.23; and \$2,500.00 to Laurence Vermeulen for D-09-01, Block 30, Lot 1.06.

Mr. DeBoer seconded the motion. Upon Roll call,

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

Mr. Bassani moved to approve Payment of Bills for the meeting of 01/05/12, excluding Check 17640 for Purchase Order 8929. Mr. DeBoer seconded the motion. Upon Roll call,

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

Mr. Bassani moved confirm renewal authorization for Public Works Fuel Dispensing Shared Services Agreement with Sussex Wantage Regional School System through June 30, 2016

Mr. DeBoer seconded the motion. Upon Roll call,

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

Mr. Bassani moved to authorize renewal of Animal Control Shared Service Agreement with Borough of Hamburg for 2012. Mr. DeBoer seconded the motion. Upon Roll call,

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

Mr. Bassani moved to authorize renewal of Animal Control Shared Service Agreement with Montague Township for 2012. Mr. DeBoer seconded the motion. Upon Roll call,

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

Mr. Bassani moved to authorize renewal of Animal Control Shared Service Agreement with Town of Newton for 2012. Mr. DeBoer seconded the motion. Upon Roll call,

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

Mr. Bassani moved to authorize renewal of Kennel License for Jeffrey Davis of Gemmer Road for 2012. Mr. DeBoer seconded the motion. Upon Roll call,

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

Mr. Bassani moved to authorize Change Order #1 to the contract for Milling and Paving of the Newton Avenue, Newman Road and County Route 639 Intersection, reducing contract from \$45,988.10 to \$44,635.10 reflecting adjustments in pricing for actual material used during the project. Mr. DeBoer seconded the motion. Upon Roll call,

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

Mr. Bassani moved to authorize Change Order #2 to the contract for Improvements to the Newton Avenue, Newman Road and County Route 639 Intersection, reducing contract from \$171877.75 to \$164,451.50 reflecting adjustments in pricing for actual material used during the project. Mr. DeBoer seconded the motion. Upon Roll call,

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

Mr. Bassani moved to accept Updated Plan Document for the employee Health Benefit Program Administered by the North Jersey. Mr. DeBoer seconded the motion. Upon Roll call,

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

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Mr. Bassani moved to approve payment of Bills for Check # 8929. Mr. DeBoer seconded the motion. Upon Roll call,

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

Administrator's Report

Proposed No Passing Zone for Route 284: Mr. Doherty asked the governing body what action, if any, they wished to take regarding a Proposed No Passing Zone for Route 284 by the New Jersey Department of Transportation. The members of the governing body expressed consensus to take no action in response to the state's request for a resolution of endorsement.

Assessor Position: In response to Mr. Doherty's recommendation, Mr. DeBoer moved to name Thomas DeKorte the Tax Assessor of Wantage Township, for the unexpired term of the office as it was vacated on August 1, 2011 and running through June 30, 2015.

Mr. Bassani seconded the motion. Upon Roll call,

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

Mr. Doherty proposed to hold discussion regarding the status of negotiations involving shared service ventures and employee union contract negotiations until the budget work session scheduled for January 14. The members of the governing body expressed consensus agreement with this course of action.

Attorney's Report: Mr. Garofalo offered a status update report on the concerns regarding bonding and completion of improvements at Clove Hill Manor. Mr. Garofalo expressed cautious optimism regarding the responses being offered, and suggested the governing body provide him with time to continue dialogue with the parties involved to pursue an acceptable resolution to the situation. The members of the governing body expressed consensus approval for this course of action.

Township Committee Member Reports: None

OLD BUSINESS: None

NEW BUSINESS:

Assessment Compliance Plan

Tax Assessment Office employees Kristy Lockburner and Tom DeKorte discussed with the governing body the details of an Assessment Compliance Plan to change assessed values of certain properties which are assessed higher or lower than is consistent with other properties located within Wantage Township in accordance with State Statute.

General discussion ensued regarding the benefits and drawbacks of such a program.

Approval of Minutes

Mr. DeBoer moved to approve the minutes of the regular and executive session meeting of the Wantage governing body held on December 8, 2011.

Mr. Bassani seconded the motion. Upon Roll call,

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

OPEN PUBLIC SESSION

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

Mr. William Gettler, Gemmer Road, expressed dissatisfaction with the Assessment Compliance Plan; thanked those members of the governing body who attended a recent meeting at High Point Regional High School.

OPEN PUBLIC SESSION, Continued

Mr. Ken Wentink addressed the governing body regarding his need to obtain a permit from the New Jersey Department of Environmental Protection for work to address damage to a brook on his property caused by storms, and asked if the municipality would consider being a co-applicant with him on the permit application. The members of the governing body directed Mr. Wentink to present his explanations and details for proposing such an action to Mr. Doherty for further consideration.

Ms. Karen Merritt offered an expression of appreciation for the improvement done to the intersection of Newman Road and Newton Avenue.

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

ADJOURNMENT

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

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

Mayor Gaechter declared this meeting adjourned.

James R. Doherty, Administrator Clerk