

**AGENDA FOR THE ORGANIZATION 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 3, 2013**

**CALL TO ORDER**

Administrator Clerk Jim Doherty will call the meeting to order.

**OATH OF OFFICE**

Administrator Clerk James Doherty will read the "Statement of Determination" of the Board of County Canvassers, for the Election held on November 6, 2012.

Mr. Doherty will administer the Oath of Office to Committeeman-elect William Gaechter for a three-year term as Committee Member of the Township of Wantage.

**3. ROLL CALL OF TOWNSHIP COMMITTEE MEMBERS FOR THE YEAR 2013**

**4. COMMITTEE APPOINTMENT: MAYOR FOR THE YEAR 2013**

Mr. Doherty will open the floor for Committee nominations to the position of Mayor for 2013.

The newly selected Mayor for 2013 shall assume the Mayor's seat, at this time.

**5. OPEN PUBLIC MEETINGS ACT COMPLIANCE**

The Mayor will state, "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".

**6. FLAG SALUTE**

The Mayor will invite all persons present to participate in the Pledge of Allegiance to the United States Flag.

**7. COMMITTEE APPOINTMENT: DEPUTY MAYOR FOR THE YEAR 2013**

The Mayor will open the floor for Committee nominations to the position of Deputy Mayor for 2013.

**8. BOARDS, COMMISSIONS, AND COMMITTEES**

***LAND USE BOARD***

The Mayor shall announce appointments to the Land Use Board, as follows:

\_\_\_\_\_, Class I member, for a term running thru 12/31/13  
**(Class I member must be either the Mayor or a Mayor's Designee)**  
Patrick Stefanelli, Class II member, for a term running thru 12/31/13  
Victoria Gill, Class IV Member, for a term running thru 12/31/16  
Michael Cecchini, Class IV Member, for a term running thru 12/31/16  
Joanne Kanapinski, Alternate #1, for a term running thru 12/31/14

The Mayor shall open the floor to the Committee, for the Class III appointment to the Land Use Board, for a one-year term running through 12/31/13. Committee members shall choose a Class III appointment from among themselves.

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**BOARD OF RECREATION COMMISSIONERS**

The Mayor shall announce appointment to the Board of Recreation Commissioners, as follows:

Mario Poggi, For a term running thru 12/31/16  
Christy Tupor, Alternate #2, for a term running thru 12/31/16

The Mayor shall make known nominations for appointment to the various boards, agencies and commissions of the Township, as follows:

**BOARD OF HEALTH**

The Mayor shall announce nomination to the Board of Health, as follows:

Paul Ranzan, Regular member, for a term running thru 12/31/17

The Mayor shall announce nomination to the Emergency Management Committee, as follows:

**EMERGENCY MANAGEMENT COMMITTEE**

Emergency Management Coordinator	Joseph Konopinski	thru 12/31/14
Deputy Coordinator #1	Edward Vander Berg	thru 12/31/13
Deputy Coordinator #2	Thomas Madsen	thru 12/31/13
F.A.S., EMC member	Stan Gardner	thru 12/31/13
F.A.S., EMC Alternate	Marisa Gorman	thru 12/31/13
Damage Assessment	Patrick Stefanelli	thru 12/31/13
Fire Chief, EMC member	Jon Morris	thru 12/31/13
Facilities, EMC Member	Amy Heater	thru 12/31/13
Communications, EMC Member	William Gebhard	thru 12/31/13
Communications, EMC Member	Dean Snook	thru 12/31/13
DPW Supt., EMC Member	Claude Wagner	thru 12/31/13
Sanitarian, EMC Member	Michael Plaza	thru 12/31/13
Finance/Resource Mgt., EMC Member	Michelle La Starza	thru 12/31/13
Resource Management	Earl Snook	thru 12/31/13
Mayor, EMC Member	TBA	thru 12/31/13
Public Information Officer	James Doherty	thru 12/31/13
Media	New Jersey Herald	thru 12/31/13
Evacuation	Leroy Little	thru 12/31/13
Operations, EMC Member	Donald R. Slate	thru 12/31/13
Operations, EMC Member	John Du Pont	thru 12/31/13
Operations, EMC Member	Leo Kinney	thru 12/31/13

The Committee shall take action to confirm the Mayor's nominations, as shown above.

**PROFESSIONAL APPOINTMENTS**

a. The Mayor shall offer nominations for professional appointments of the Township in 2013, as follows:

Township Judge:	Craig Dana	thru 05/23/14
Township Attorney:	Michael Garofalo	thru 12/31/13
Township Bond Counsel:	Edward McManimon	thru 12/31/13
Township Auditor:	Thomas Ferry	thru 12/31/13
Township Architect:	Charles Schaffer	thru 12/31/13
Township Prosecutor:	William Haggerty	thru 12/31/13
Township Engineer:	Harold Pellow	thru 12/31/15
Township Public Defender:	James P. Sloan	thru 12/31/13
Alternate Public Defenders:	Chris H. Colabella, Esq. and Daniel P. Agatino, Esq.	thru 12/31/13

A motion is in order for the Committee to confirm the Mayor's nominations.

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**MAYOR'S APPOINTMENTS**

At this time, The Mayor will present nominations for appointment to the various positions of Township Government for the year 2013, 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 year apt thru 12/31/15	Michelle LaStarza
PERS/PFRS Certifying Agent:	Michelle LaStarza
Tax Search Officer:	Melissa Caton
Animal Control Officer:	John Abate
Risk Management Consultant:	Frank Covelli, PIA
Mayor's Representative to SWAC:	_____
Emergency 911 Coordinator:	Joseph Konopinski

A motion is in order for the Committee to confirm the Mayor's nominations.

**OPEN SPACE ADVISORY COMMITTEE**

- a. At this time, The Mayor will present nominations for appointment of members to the 2013 Open Space Advisory Committee of Wantage Township:

Mr. Michael Garrett, 98 Pond School Road  
Mr. Ronald Bassani, 6 Roberts Way  
Mr. Scott Sargent, 50 Dyer Road  
Mr. Rudy Solar, 152 Mount Salem Road  
Mr. Thomas P. Davis, 63 Walnut Street  
Ms. Diane Snure, 150 Mt. Salem Road  
Mr. Kenneth Nelson, 2 Volcanic Hill Road  
Mr. Douglas Ricker, Beemer Road

- b. A motion is in order for the Committee to confirm the Mayor's nominations.

**RECOGNITION OF LINE OFFICERS**

At this time, the Mayor will introduce, recognize and provide the opportunity for taking the Oath of Allegiance for those Line Officers present from the Wantage Fire Department and Wantage First Aid Squad.

**13. APPROVAL OF CONSENT AGENDA**

The Mayor will request that the Committee REVIEW THE CONSENT AGENDA. If any member of the Committee wishes an item on the consent agenda to be discussed and considered separately, a motion to this effect shall be so made, at this time.

After the Committee members have had an opportunity to review the consent agenda and offer requests for changes, The Mayor will request a MOTION TO APPROVE THE CONSENT AGENDA.

**14. MAYOR'S STATEMENT**

The Mayor will address the Committee and the public with remarks concerning priorities and goals for the Township of Wantage in 2013.

**15. COMMITTEE COMMENTS**

The Mayor will invite each member of the Committee to offer remarks concerning 2013 Committee goals and priorities.

**16. OPEN PUBLIC SESSION**

The Mayor will open the meeting to the public, for any questions or comments involving the good and welfare of the community.

**17. ADJOURNMENT**

A motion is in order to adjourn the meeting.

**CONSENT AGENDA FOR THE ORGANIZATION MEETING OF THE MAYOR & COMMITTEE OF THE TOWNSHIP OF WANTAGE HELD ON JANUARY 3, 2013**

ALL MATTERS LISTED BELOW ARE CONSIDERED TO BE ROUTINE IN NATURE AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THE ITEMS. IF ANY DISCUSSION IS DESIRED, THAT PARTICULAR ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED SEPARATELY.

**PROFESSIONAL SERVICES RESOLUTIONS**

A motion is in order for the Committee to pass A PROFESSIONAL SERVICES resolution for various professional services (Township Public Defender, and Insurance Consultant Services).

**TEMPORARY BUDGET**

A motion is in order to adopt the 2013 local temporary budget for the Township of Wantage, as per the attached resolution.

**RATES OF INTEREST**

A motion is in order to establish the rate of interest to be charged for non-payment of taxes and utilities, on or after the date when they would become delinquent, as per the attached resolution.

**OVERPAYMENT/UNDERPAYMENT OF TAXES**

A motion is in order to authorize the Tax Collector to cancel of record any overpayment or underpayment of taxes and 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.

**CASH MANAGEMENT PLAN**

A motion is in order to adopt the Cash Management Plan of the Township of Wantage for 2013.

**OFFICIAL DEPOSITORIES**

A motion is in order to designate banks as the Official Depositories for Township funds in 2013.

**MEETING DATES**

A motion is in order to establish the regular meeting nights of the Mayor and Committee for calendar year 2013, as per the attached resolution.

**OPEN PUBLIC MEETINGS ACT COMPLIANCE**

A motion is in order to approve a resolution of compliance with the Provisions of the Open Public Meetings Act for 2013, as per the attached text of resolution.

**OFFICIAL SIGNATORIES**

A motion is in order to adopt a resolution establishing the Mayor and/or Deputy Mayor, Administrator Clerk, and Township Chief Finance Officer as the authorized individuals for withdrawal of funds from Township Depositories.

**OFFICIAL NEWSPAPERS**

A motion is in order 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 2013.

**DEFENSE AGAINST TAX APPEALS**

A motion is in order to authorize the Township Attorney and the Township Tax Assessor to defend the Township of Wantage against all tax appeals filed during calendar year 2013.

**XII. ESTABLISHING LEGAL HOLIDAYS**

A motion is in order to establish the Legal Holidays to be observed within the Township of Wantage for calendar year 2013.

**XIII. ACCEPTING INSURANCE BONDS**

A motion is in order to approve the Insurance Bonds for various municipal officials and the Blanket Bond covering all Bondable officials for calendar year 2013.

**XIV. AUTHORIZING PURCHASING AUTHORITY OF THE ADMINISTRATOR CLERK**

A motion is in order authorizing 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 2013, with any proposed expenditure above this amount being brought to the governing body for authorization prior to the issuance of a purchase order.

**XV. NAMING STATEWIDE INSURANCE FUND REPRESENTATIVE**

A motion is in order confirming the Administrator Clerk as the Wantage Township Commissioner for the Statewide Insurance Fund for calendar year 2013.

**XVI. NAMING SAFETY/LOSS PREVENTION REPRESENTATIVE**

A motion is in order confirming the Administrator Clerk as the Wantage Township Safety & Loss Prevention Representative for the Statewide Insurance Fund for calendar year 2013.

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

A motion is in order authorizing 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.