

MINUTES 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

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 6, 2012. Mr. Doherty administered the Oath of Office to Committeeman-elect William Gaechter for a three-year term as Committee Member of the Township of Wantage.

ROLL CALL OF TOWNSHIP COMMITTEE MEMBERS FOR THE YEAR 2013

Present: William DeBoer, William Gaechter, Ronald Bassani

Absent: None

COMMITTEE APPOINTMENT: MAYOR FOR THE YEAR 2013

Mr. Doherty opened the floor for Committee nominations to the position of Mayor for 2013. Mr. Gaechter moved to name Ronald Bassani as Mayor for 2013. Mr. DeBoer seconded the motion. Upon Roll call,

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

Mr. Doherty administered the Oath of Office for Mr. Bassani.

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

OPEN PUBLIC MEETINGS ACT COMPLIANCE

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

COMMITTEE APPOINTMENT: DEPUTY MAYOR FOR THE YEAR 2013

Mayor Bassani opened the floor for Committee nominations to the position of Deputy Mayor for 2013, and moved to name William DeBoer as Deputy Mayor for 2013.

Mr. 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 Bassani announced appointments to the Land Use Board, as follows:

Ronal Bassani, Class I member, for a term running thru 12/31/13

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

Mayor Bassani opened the floor to the Committee, for the Class III appointment to the Land Use Board, for a one-year term running through 12/31/13.

Mr. Gaechter moved to name William DeBoer as Class III Land Use Board member for 2013. Mayor Bassani seconded the motion. Upon Roll call,

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

BOARD OF RECREATION COMMISSIONERS

Mayor Bassani announced appointment to the Board of Recreation Commissioners for Mario Poggi, for a term running through 12/31/2016, and Christy Tupor, for a term running through 12/31/16.

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

BOARD OF HEALTH: Paul Ranzan, Regular member for a term thru 12/31/17.

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	Ronald Bassani	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

PROFESSIONAL APPOINTMENTS

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

Mr. Gaechter 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 Bassani presented 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:	To Be Announced
Emergency 911 Coordinator:	Joseph Konopinski

Mr. Gaechter 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 Bassani presented nominations for appointment of members to the 2013 Open Space Advisory Committee of Wantage Township: Mr. Michael Garrett, Mr. Ronald Bassani, Mr. Scott Sargent, Mr. Rudy Solar, Mr. Thomas P. Davis, Ms. Diane Snure, Mr. Kenneth Nelson, Mr. Douglas Ricker

Mr. DeBoer 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

RECOGNITION OF LINE OFFICERS

At this time, Mayor Bassani introduced 2013 Wantage Township Fire Chief Jon Morris, who presented the 2013 Line Officers of the Wantage Township Fire Department. Mr. Doherty offered the Oath of Office to the said Line Officers. Mayor Bassani offered words of thanks and appreciation for the selfless devotion and dedication of the Wantage Township Fire Department.

At this time, Mayor Bassani introduced 2013 Wantage Township First Aid Squad Captain Marisa Gorman, who presented the 2013 Line Officers of the Wantage Township First Aid Squad. Mr. Doherty offered the Oath of Office to the said Line Officers. Mayor Bassani 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

General review took place regarding the proposed meeting schedule of the governing body for 2013. After review, the governing body considered approval of the consent agenda, amended as per the meeting schedule.

PROFESSIONAL SERVICES RESOLUTIONS

Mr. Gaechter 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 2013

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 2013.

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 2013.

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

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

Ferraioli, Wielkocz, Cerullo & Cova of Newton, N.J.

Services: Township Auditor. Duration: calendar year of 2013.

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 2013.

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 2013.

Amount: \$6,500 stipend

Awarded to: Chris H. Colabella and Daniel P. Agatino, Esq., of Newton, N.J.

Services: Alternate Public Defender Duration: calendar year of 2013.

Amount: same compensation as provided for services of Public Defender

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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. Gaechter moved to adopt the 2013 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 \$3,872,968 in the 2012 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 2013 temporary budget be and it is hereby adopted in the amount of \$322,747 per month until such time as the 2013 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 2013 temporary Water/Sewer budget be adopted in the amount of \$9,811 per month until such time as the 2013 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 2013 temporary Open Space budget be adopted in the amount of \$5,815 per month until such time as the 2013 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. Gaechter 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:

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.

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.

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.

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. Gaechter 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 2013, 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. Gaechter moved to adopt the Cash Management Plan of the Township of Wantage for 2013, 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. Gaechter 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 2013: New Jersey Cash Management Fund, Chase Bank, Sussex Bank, Lakeland State Bank, Commerce Bank, and Oppenheimer & Co., Inc.;

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 2013 Meetings and First 2014 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 3, 2013	Organization Meeting	7:00 p.m.
January 10, 2013	Regular Meeting Budget Work Session	immediately thereafter. 9:00 a.m.
January 17, 2013	Budget Work Session	9:00 a.m.
January 24, 2013	Budget Work Session	9:00 a.m.
January 31, 2013	Regular Meeting	7:00 p.m.
February 12, 2013	Regular Meeting	7:00 p.m.
February 28, 2013	Regular Meeting	7:00 p.m.
March 14, 2013	Regular Meeting	7:00 p.m.
March 28, 2013	Regular Meeting	7:00 p.m.
April 11, 2013	Regular Meeting	7:00 p.m.
April 25, 2013	Regular Meeting	7:00 p.m.
May 9, 2013	Regular Meeting	7:00 p.m.
May 30, 2013	Regular Meeting	7:00 p.m.
June 13, 2013	Regular Meeting	7:00 p.m.
June 27, 2013	Regular Meeting	7:00 p.m.
July 11, 2013	Regular Meeting	7:00 p.m.
August 8, 2013	Regular Meeting	7:00 p.m.
September 12, 2013	Regular Meeting	7:00 p.m.
September 26, 2013	Regular Meeting	7:00 p.m.
October 10, 2013	Regular Meeting	7:00 p.m.
October 24, 2013	Regular Meeting	7:00 p.m.
November 14, 2013	Regular Meeting	7:00 p.m.
December 12, 2013	Regular Meeting	7:00 p.m.
Thursday, January 2, 2014	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. Gaechter moved to approve a resolution of compliance with the Provisions of the Open Public Meetings Act for 2013, 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 2013 meetings and the 2014 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. Gaechter 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 2013 to be Mayor Ronald Bassani and/or Deputy Mayor William DeBoer; 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. Gaechter 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 2013.

Mr. DeBoer seconded the motion. Upon Roll call,

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

DEFENSE AGAINST TAX APPEALS

Mr. Gaechter 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 Kristy Lockburner, be and they are hereby officially authorized to represent the Township of Wantage for Tax Appeals filed for 2013, 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 2013, in accordance with the existing employment contract on file for the Township Attorney and Township Tax Assessor, respectively, in effect for calendar year 2013.

Mr. DeBoer seconded the motion. Upon Roll call,

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

ESTABLISHING LEGAL HOLIDAYS

Mr. Gaechter moved to establish the Legal Holidays observed within the Township of Wantage for calendar year 2013, 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 2013, during which municipal offices shall be closed to the public in recognition of the said Holidays:

Tuesday, January 1, 2013	New Year's Day
Monday, January 21, 2013:	Martin Luther King Jr. Day
Monday, February 18, 2013:	President's Day
Friday, March 29, 2013:	Good Friday
Monday, May 27, 2013:	Memorial Day
Thursday, July 4, 2013:	Independence Day
Monday, September 2, 2013:	Labor Day
Monday, November 11, 2013:	Veterans Day
Thursday, November 21, 2013:	Thanksgiving Day
Friday, November 22, 2013:	Day after Thanksgiving
Tuesday, December 24, 2013	Christmas Eve
Wednesday, December 25, 2013:	Christmas

Mr. DeBoer seconded the motion. Upon Roll call,

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

ACCEPTING INSURANCE BONDS

Mr. Gaechter moved to approve the Insurance Bonds for various municipal officials and the Blanket Bond covering all Bondable officials for calendar year 2013.

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. Gaechter 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 2013, 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. Gaechter moved to confirm the Administrator Clerk as the Wantage Township Commissioner for the Statewide Insurance Fund for calendar year 2013.

Mr. DeBoer seconded the motion. Upon Roll call,

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

NAMING SAFETY/LOSS PREVENTION REPRESENTATIVE

Mr. Gaechter moved to confirm the Administrator Clerk as the Wantage Township Safety & Loss Prevention Representative for the Statewide Insurance Fund for calendar year 2013.

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. Gaechter 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 including those subject to Prompt Payment of Construction Contracts Legislation, P.L.2006, c.96.
 - w. COAH / Affordable Housing Contractual 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 Bassani addressed the Committee and the public with remarks concerning priorities and goals for the Township of Wantage in 2013.

COMMITTEE COMMENTS

Mr. Gaechter and Mr. DeBoer offered remarks concerning 2013 Committee goals and priorities.

OPEN PUBLIC SESSION - Organization Meeting

Mayor Bassani 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.

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.

Cameron and Calissa Gaechter offered congratulations to their father, and to the Wantage governing body.

William Gettler, Gemmer Road, asked if a regular meeting would be held directly after the Organization Meeting. Mayor Bassani confirmed that there would be such a meeting.

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

Mayor Bassani 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 2013 after a brief recess.

James R. Doherty, Clerk