

**ELK TOWNSHIP REORGANIZATION MEETING
MINUTES
JANUARY 3, 2013**

The Reorganization meeting of the Elk Township Committee was held on the above date in the Municipal Building. The meeting was called to order by Township Clerk, Debbie Pine at 7:30 PM.

The Open Public Meeting Notice was read. The Salute to the Flag and the Lord's Prayer were recited in unison.

The results of the November election were certified by Mrs. Pine, with Mr. Ed Poisker and Mr. Dennis Marchei being declared the winners.

Mr. Poisker was sworn in by Mayor Phil Barbaro, with his family holding the bible.

Assembly John Burzchelli wished everyone a Happy New Year and thanked Mr. Marchei for asking him to administer him the oath of office. He brought New Year Greetings to everyone from Senate President Sweeney and Assemblywoman Celeste Riley. He is honored to be here tonight. He thanked the committee members for wanting to be involved. It is important for good people to want to be involved and to stand up. It is a high honor and has a great responsibility to serve the residents of the community.

Mr. Marchei was sworn in by Assemblyman John Burzchelli, with his family holding the bible.

ROLL CALL: Present were: Mr. Barbaro, Mr. Marchei, Mr. Poisker, Mrs. Sammons, Mr. Spring, Mr. Considine, CFO, Mrs. Pine, Township Clerk.

Nomination for Mayor

Mrs. Pine called for Nominations for Mayor for the year 2013.

A nomination was made by Mr. Spring, seconded by Mrs. Sammons to nominate Mr. Barbaro for Mayor. There were no other nominations.

Motion by Mr. Spring, seconded by Mrs. Sammons to close the nominations.

R- 1-2013 – APPOINTING THE MAYOR FOR THE TOWNSHIP OF ELK FOR THE YEAR 2013

Motion by Mr. Spring, seconded by Mrs. Sammons to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:	Mr. Barbaro	Yes
	Mr. Marchei	Yes
	Mr. Poisker	Yes
	Mrs. Sammons	Yes
	Mr. Spring	Yes

Mr. Barbaro was sworn in by Brian J. Duffield, Esq., with his family holding the bible.

Mrs. Pine then turned the meeting over to the Mayor.

Nomination for Deputy Mayor

Mayor Barbaro called for nominations for Deputy Mayor.

A nomination was made by Mayor Barbaro, seconded by Mr. Poisker to nominate Mrs. Sammons for Deputy Mayor. There were no other nominations.

Motion by Mr. Barbaro, seconded by Mr. Poisker to close the nominations.

RESOLUTION R-2-2013 – APPOINTING THE DEPUTY MAYOR FOR THE TOWNSHIP OF ELK FOR THE YEAR 2013

Motion by Mayor Barbaro, seconded by Mr. Poisker to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:	Mr. Marchei	Yes
	Mr. Poisker	Yes
	Mrs. Sammons	Yes
	Mr. Spring	Yes
	Mayor Barbaro	Yes

Mrs. Sammons was sworn in by Brian J. Duffield, Esq. with her family holding the bible.

Resolutions 3 through 23 were read by Title and voted in one motion.

R-3-2013 – ADOPTING TEMPORARY BUDGET FOR THE TOWNSHIP OF ELK

R-4-2013 – AUTHORIZING PROFESSIONAL SERVICES BY A TOWNSHIP SOLICITOR – BRIAN J. DUFFIELD, ESQ.

R-5-2013 – AUTHORIZING PROFESSIONAL SERVICES BY A TOWNSHIP AUDITOR – NICK PETRONI

R-6-2013 – AUTHORIZING PROFESSIONAL SERVICES BY A TOWNSHIP ENGINEER – FRALINGER ENGINEERING

R-7-2013 – AUTHORIZING RISK MANAGEMENT CONSULTANT FOR THE GLOUCESTER, SALEM, CUMBERLAND COUNTIES MUNICIPAL JOINT INSURANCE FUND AND THE MUNICIPAL EXCESS LIABILITY – DAVID STROUT, CETTEI AND CONNELL

R-8-2013 – AUTHORIZING PROFESSIONAL SERVICES BY A MUNICIPAL PROSECUTOR – JOHN MOUSTASKAS

R-8A-2013 – APPOINTING CONFLICT MUNICIPAL PROSECUTORS

R-9-2013 – AUTHORIZING PROFESSIONAL SERVICES BY A MUNICIPAL PUBLIC DEFENDER – GARY LOMANNO

R-9A-2013- APPOINTING CONFLICT MUNICIPAL PUBLIC DEFENDER

R-10-2013 – ESTABLISHING REGULAR MEETINGS OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ELK

R-11-2013 – ESTABLISHING OFFICIAL NEWSPAPERS OF THE TOWNSHIP OF ELK

R-12-2013 – AUTHORIZING THE CASH MANAGEMENT PLAN WITHIN THE TOWNSHIP OF ELK

R-13-2013 – AUTHORIZING PETTY CASH FUND FOR USE BY THE CHIEF FINANCIAL OFFICER

R-14-2013 – AUTHORIZING CHANGE FUND FOR MUNICIPAL CLERK

R-15-2013 – AUTHORIZING CHANGE FUND FOR TAX COLLECTOR

R-16-2013 – CONCERNING INTEREST ON DELIQUENT TAXES

R-17-2013 – REAPPOINTING SPECIAL LAW ENFORCEMENT OFFICERS CLASS II FOR THE ELK TOWNSHIP POLICE DEPARTMENT

R-18-2013 – MAKING APPOINTMENTS TO SPECIFIC ADMINISTRATIVE POSITIONS AND CONFIRMING SUCH APPOINTMENTS FOR THE TOWNSHIP OF ELK

R-19-2013 – CONFIRMING MAYORAL APPOINTMENTS FOR COMMITTEE PERSONS

R-20-2013 – TOWNSHIP COMMITTEE APPOINTMENTS TO SPECIFIC BOARD AND COMMISSION POSITIONS AND CONFIRMING SUCH APPOINTMENTS FOR THE TOWNSHIP OF ELK

R-21-2013 – CONFIRMING MAYORAL APPOINTMENTS TO SPECIFIC BOARD AND COMMISSION POSITIONS

R-22-2013 – ESTABLISHING CONTACT PERSONS FOR THE EMPLOYMENT PRACTICE LIABILITY CONSULTATION SERVICE GLOUCESTER, SALEM, CUMBERLAND COUNTIES JOINT INSURANCE FUND

R-23-2013 – APPOINTING ALTERNATE FUND COMMISSIONER TO THE MUNICIPAL JOINT INSURANCE FUND- Phil Barbaro, Jr.

Motion by Mr. Spring, seconded by Mr. Marchei to adopt and approve Resolutions R-3-2013 through R-23-2013, upon roll call motion carried.

Roll Call:	Mr. Marchei	Yes
	Mr. Poisker	Yes
	Mrs. Sammons	Yes
	Mr. Spring	Yes
	Mayor Barbaro	Yes

MAYOR AND COMMITTEE COMMENTS

Mayor Barbaro thanked Assemblyman John Burzchelli for coming down to give the oath of office to Mr. Marchei. Mr. Burzchelli has recently been named as the deputy speaker of the NJ State Assembly. His attendance in Elk Township is greatly appreciated.

Mayor Barbaro further thanked the committee for appointing him to sit in the position of mayor again; it is a great privilege. He gave a good bye to Mr. Swanson and Mr. Pantaleo and thanked them for their service to the community. He welcomed Mr. Poisker and Mr. Marchei and looks forward to working with them. Also, Mayor Barbaro thanked Mr. Spring and all the work that he has done to get the changes done with the 911 issues. He also looks forward to working with Deputy Mayor Sammons.

Mrs. Sammons, congratulated Mr. Marchei and Mr. Poisker. She also thanked committee for appointing her to the position of Deputy Mayor. She looks forward to working with the committee this year.

Mr. Spring welcomed Mr. Poisker and Mr. Marchei to the committee and he looks forward to working with the committee, the employees and professionals. He hopes we have a good prosperous year.

Mr. Marchei thanked the voters in the community for their support. He looks forward to working with the committee and employees.

Mr. Poisker also thanked the voters for their support. He also thanked his family and friends for all their support and he looks forward to working with committee and the employees this year.

PUBLIC PORTION:

Motion by Mr. Spring to open the meeting to the public, seconded by Mr. Marchei, all were in favor, motion carried.

Mayor Barbaro asked if anyone had any concerns they would like to bring to the township committees attention to come forward at this time.

No one came forward.

Motion by Mrs. Sammons to close the public portion, seconded by Mr. Marchei, all were in favor, motion carried.

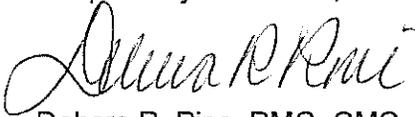
PAY BILLS:

Motion by Mr. Marchei to Pay the Bills, seconded by Mr. Spring, upon roll call motion was carried.

Roll Call:	Mr. Marchei	Yes
	Mr. Poisker	Yes
	Mrs. Sammons	Yes
	Mr. Spring	Yes
	Mayor Barbaro	Yes

Motion by Mr. Spring to adjourn, seconded by Mr. Poisker, all were in favor, the meeting was adjourned at 7:54 PM.

Respectfully Submitted,



Debora R. Pine, RMC, CMC
Township Clerk

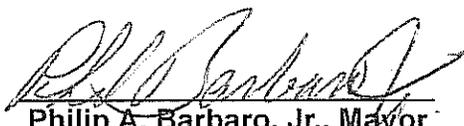
RESOLUTION R-1-2013

**RESOLUTION APPOINTING THE MAYOR
FOR THE TOWNSHIP OF ELK FOR THE YEAR 2013**

BE IT RESOLVED by the Township Committee of the Township of Elk, in the County of Gloucester, State of New Jersey, that **Philip A. Barbaro, Jr.**, be and is hereby appointed to the post of Mayor of the Township of Elk for the year 2013 commencing upon adoption of this Resolution at Reorganization and through to December 31, 2013 and until his successor is appointed.

THIS RESOLUTION IS DULY ADOPTED at the Reorganization Meeting of the Township Committee of the Township of Elk held on Thursday, January 3, 2013, at the Municipal Building, 667 Whig Lane Road, Aura, New Jersey.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:



DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

RESOLUTION R-2-2013

**RESOLUTION APPOINTING THE DEPUTY MAYOR
FOR THE TOWNSHIP OF ELK FOR THE YEAR 2013**

BE IT RESOLVED by the Township Committee of the Township of Elk, in the County of Gloucester, State of New Jersey, that Carolyn D. King-Sammons be and is hereby appointed to the post of Deputy Mayor of the Township of Elk for the year 2013 commencing upon adoption of this Resolution at Reorganization and through to December 31, 2013 and until his successor is appointed.

THIS RESOLUTION IS DULY ADOPTED at the Reorganization Meeting of the Township Committee of the Township of Elk held on Thursday, January 3, 2013, at the Municipal Building, 667 Whig Lane Road, Aura, New Jersey.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:


DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

R -03- 2013
RESOLUTION ADOPTING TEMPORARY BUDGET
TOWNSHIP OF ELK
Temporary Budget Appropriations for Year 2013

WHEREAS, the New Jersey Statutes 40A:4-19 provides that the temporary appropriations should be made for the purposes and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January 2013; and

WHEREAS, 26.25% of the total appropriations in the 2012 budget exclusive of any appropriations made for Debt Service, Public Assistance, or Capital Improvement Fund in the said 2012 budget is the sum of \$1,081,908 and

WHEREAS, the New Jersey Statutes 40A:4-19 provides that temporary appropriations should be made for the amount of such Debt Service in the manner and time provided; now, therefore, be it

RESOLVED that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer.

OPERATIONS WITHIN "CAPS"

GENERAL GOVERNMENT

General Administration	
Salaries and Wages	9,200.00
Other Expenses	550.00
Equipment Maintenance	525.00
Mayor and Township Committee	
Salaries and Wages	600.00
Other Expenses	950.00
Municipal Clerk	
Salaries and Wages	13,250.00
Other Expenses	7,500.00
Elections	
Other Expenses	920.00
Financial Administration	
Salaries and Wages	1,975.00
Other Expenses	8,500.00
Audit Fees	
Other Expenses	8,770.00

Revenue Administration (Tax Collection)	
Salaries and Wages	7,000.00
Other Expenses	1,650.00
Liquidation of Tax Title Liens and	
Foreclosed Property	
Other Expenses	100.00
Maintenance of Foreclosed Property	
Other Expenses	100.00
Tax Assessment Administration	
Salaries and Wages	
Other Expenses	
Tax Map Revisions	100.00
Legal Services and Costs	
Salaries and Wages	
Other Expenses	10,000.00
Engineering Services and Costs	
Salaries and Wages	
Other Expenses	4,500.00
Economic Development	
Salaries and Wages	
Other Expenses	100.00
<u>LAND USE ADMINISTRATION</u>	
Municipal Land Use Law (N.J.S.A. 40:55D-1)	
Planning Board	
Salaries and Wages	7,000.00
Other Expenses	4,000.00
Zoning Office	
Salaries and Wages	10,750.00
Other Expenses	250.00
<u>INSURANCE</u>	
Liability Insurance	24,000.00
Worker Compensation Insurance	38,000.00
Group Insurance Plan for Employees	95,000.00
<u>PUBLIC SAFETY FUNCTIONS</u>	
Police	
Salaries and Wages	265,000.00
Other Expenses	14,500.00
Office of Emergency Management	
Salaries and Wages	775.00
Other Expenses	100.00
Aid to Volunteer Fire Companies	
Salaries and Wages	
Other Expenses	17,750.00
First Aid Organizations - Contributions	
Uniform Fire Safety Act	
(P.L. 1983, C.383)	
Salaries and Wages	350.00
Other Expenses	500.00
Hepatitis Shots	50.00
OSHA (P.L. 1983, Chap 156)	
Fire	
Other Expenses	15,000.00
Prosecutor	
Other Expenses	3,675.00

PUBLIC WORKS FUNCTIONS

Road Repairs and Maintenance	
Salaries and Wages	7,500.00
Other Expenses	7,000.00
Road Signs	
Other Expenses	250.00
Vehicle Maintenance	
Other Expenses	13,750.00
Snow Removal	
Salaries and Wages	1,000.00
Other Expenses	1,000.00
Solid Waste Collection	
Contractual	58,000.00
State Fees	100.00
Miscellaneous Other Expenses	100.00
Public Buildings and Grounds	
Salaries and Wages	
Other Expenses	9,000.00

HEALTH AND HUMAN SERVICES FUNCTIONS

Public Health Services (Board of Health)	
Other Expenses	50.00
Registrar of Vital Statistics	
Other Expenses	50.00
Environmental Commission	
Other Expenses	50.00
Agriculture Board	
Other Expenses	50.00
Dog Regulation	
Other Expenses	50.00

PARK AND RECREATION FUNCTIONS

Recreation	
Salaries and Wages	
Other Expenses	100.00
Senior Citizen	
Other Expenses	100.00

OTHER COMMON OPERATING FUNCTIONS

Accumulated Leave Compensation	
Celebration of Public Event, Anniversary or Holiday	
Other Expenses	

SOLID WASTE DISPOSAL COSTS

Gloucester County Improvement Authority -	
County Landfill Tipping Fees	36,750.00

UTILITY AND BULK PURCHASES

Street Lighting	1,800.00
Electricity	12,000.00
Telephone	5,000.00
Gas (Propane)/Heating Oil	4,000.00
Gasoline	18,000.00

MUNICIPAL COURT

Salaries and Wages	25,000.00
Other Expenses	6,300.00
Public Defender	
Other Expenses	1,000.00

UNIFORM CONSTRUCTION CODE - APPROPRIATIONS
OFFSET BY DEDICATED REVENUES (NJAC 5:23-4.17)

State Uniform Construction Code
(NJSA 52:27D-120)

Construction Code Officials
Salaries and Wages 11,100.00
Other Expenses 2,250.00

STATUTORY EXPENDITURES

Statutory Expenditures:

Contribution to:
Public Employee's Retirement System 50,418.00
Social Security System (O.A.S.I.) 29,000.00
Unemployment Compensation Insurance 5,000.00
Police & Firemen's Retirement System 192,649.00

INTERLOCAL MUNICIPAL SERVICE AGREEMENTS

Municipal Alliance Program - Interlocal
Service Agreement - Municipal Share 500.00
Borough of Newfield - Court Reimbursement
Municipal Court
Salaries and Wages 5,000.00
Borough of Clayton - Court Reimbursement
Municipal Court
Salaries and Wages 5,000.00

1,081,907.00

Lease Purchase Eastern Energy 10,200.00

Principal and Interest on Loans 102,500.00

1,194,607.00

Adopted this 3rd day
of January 2013

Mayor
Philip A. Barbaro Jr.

Attest:

Township Clerk
Debora R. Pine, RMC

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

R-4-2013
RESOLUTION AUTHORIZING PROFESSIONAL SERVICES
BY A TOWNSHIP SOLICITOR

WHEREAS there exists a need for a Township Solicitor for Elk Township for the year 2013, and

WHEREAS funds are or will be available for this purpose; and

WHEREAS the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.), requires that a Resolution authorizing the award of contracts for Professional Service without competitive bidding must be publicly advertised.

WHEREAS pursuant to N.J.S.A. 19-44A-20.5 et seq. the Township of Elk solicited qualifications for professional services under a fair and open process.

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

1. That **Brian J. Duffield** be and hereby is appointed as Solicitor of the Township of Elk effective January 1, 2013 for one (1) year ending December 31, 2013.
2. This appointment is made without competitive bidding as a Professional Service under the provisions of the Local Public Contracts Law, because the services to be performed are by members of a recognized profession, licensed and regulated by law, and re of a nature where it is not possible to obtain bids.
3. The Mayor and Township Clerk are hereby authorized and directed to execute the written agreements attached hereto with the aforesaid in connection with such professional services.
4. A notice of the adoption of the Resolution shall be published in the South Jersey Times and Sentinel Newspapers as required by law.

ADOPTED at a meeting of the Elk Township Committee of the Township of Elk held on January 3, 2013.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:



DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

R-5-2013
**RESOLUTION AUTHORIZING PROFESSIONAL SERVICES
BY AN AUDITOR**

WHEREAS there exists a need for a Township Auditor for Elk Township for the year 2013, and

WHEREAS funds are or will be available for this purpose; and

WHEREAS the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.), requires that a Resolution authorizing the award of contracts for Professional Service without competitive bidding must be publicly advertised.

WHEREAS pursuant to N.J.S.A. 19-44A-20.5 et seq. the Township of Elk solicited qualifications for professional services under a fair and open process.

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

1. That **Nick Petroni of Petroni & Associates** be and hereby is appointed as Auditor of the Township of Elk effective January 1, 2013 for one (1) year ending December 31, 2013.
2. This appointment is made without competitive bidding as a Professional Service under the provisions of the Local Public Contracts Law, because the services to be performed are by members of a recognized profession, licensed and regulated by law, and re of a nature where it is not possible to obtain bids.
3. The Mayor and Township Clerk are hereby authorized and directed to execute the written agreements attached hereto with the aforesaid in connection with such professional services.
4. A notice of the adoption of the Resolution shall be published in the South Jersey Times and Sentinel Newspapers as required by law.

ADOPTED at a meeting of the Elk Township Committee of the Township of Elk held on **JANUARY 3, 2013**.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:


DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

R-6-2013
RESOLUTION AUTHORIZING PROFESSIONAL SERVICES
BY AN ENGINEER

WHEREAS there exists a need for a Township Engineer for Elk Township for the year 2013, and

WHEREAS funds are or will be available for this purpose; and

WHEREAS the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.), requires that a Resolution authorizing the award of contracts for Professional Service without competitive bidding must be publicly advertised.

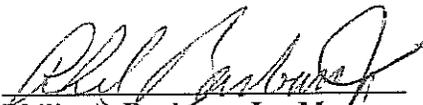
WHEREAS pursuant to N.J.S.A. 19-44A-20.5 et seq. the Township of Elk solicited qualifications for professional services under a fair and open process.

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

1. That **Fralinger Engineering** be and hereby is appointed as Engineer of the Township of Elk effective January 1, 2013 for one (1) year ending December 31, 2013.
2. This appointment is made without competitive bidding as a Professional Service under the provisions of the Local Public Contracts Law, because the services to be performed are by members of a recognized profession, licensed and regulated by law, and re of a nature where it is not possible to obtain bids.
3. The Mayor and Township Clerk are hereby authorized and directed to execute the written agreements attached hereto with the aforesaid in connection with such professional services.
4. A notice of the adoption of the Resolution shall be published in the South Jersey Times and Sentinel Newspapers as required by law.

ADOPTED at a meeting of the Elk Township Committee of the Township of Elk held on January 3, 2013.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:


DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

RESOLUTION AUTHORIZING RISK MANAGEMENT CONSULTANT FOR THE GLOUCESTER, SALEM AND CUMBERLAND COUNTIES MUNICIPAL JOINT INSURANCE FUND AND FOR THE MUNICIPAL EXCESS LIABILITY

WHEREAS the Governing Body of Elk Township has resolved to join Gloucester, Salem and Cumberland Counties Municipal Joint Insurance Fund and the Municipal Excess Liability, self insurance pooling funds, following a detailed analysis; and

WHEREAS the Bylaws of said Fund require that each Municipality appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the Bylaws; and

WHEREAS the Bylaws indicated a fee not to exceed six percent (6 %) of the municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Governing Body; and

WHEREAS N.J.S.A. 40A:11-5(1)(m) allows for the award of these services without advertising for bids.

NOW, THEREFORE BE IT RESOLVED that the Governing Body of Elk Township does hereby appoint David Strout of Cettei and Connell Insurance as its Risk Management Consultant in accordance with 40A:11-5 for a term of three (3) years; and

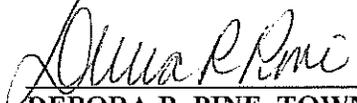
BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to N.J.S.A. 40A:11-5(1), (a), (i).

ADOPTED at the Reorganization meeting of the Township Committee of the Township of Elk held on January 3, 2013.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:


DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

**RESOLUTION AUTHORIZING PROFESSIONAL SERVICES
BY A MUNICIPAL PROSECUTOR**

WHEREAS there exists a need for a Municipal Prosecutor for Elk Joint Municipal Court for the year 2013;
and

WHEREAS funds are or will be available for this purpose; and

WHEREAS the Local Public Contracts Law (N.J.S.A. 40:11-1 et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Elk, County of Gloucester and State of New Jersey, as follows:

1. That **JOHN MOUSTAKAS**, be and hereby is appointed Municipal Prosecutor for the Elk Joint Municipal Court effective January 1, 2013 for one (1) year ending December 31, 2013.
2. This appointment is made without competitive bidding as a Professional Service under the provisions of the Local Public Contracts Law, because the services to be performed are by members of a recognized profession, licensed and regulated by law, and are of a nature where it is not possible to obtain bids.
3. The Mayor and Township Clerk are hereby authorized and directed to execute the written agreements attached hereto with the aforesaid in connection with such professional services.
4. A notice of the adoption of this Resolution shall be published in the South Jersey Times and Sentinel Newspapers as required by law.

ADOPTED at the Reorganization Meeting of the Township Committee of the Township of Elk held on January 3, 2013.

ATTEST:



DEBORA R. PINE, TOWNSHIP CLERK

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

RESOLUTION R-8A-2013

RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK
APPOINTING CONFLICT MUNICIPAL PROSECUTORS FOR THE
ELK JOINT MUNICIPAL COURT

WHEREAS, John A. Moustakas, Esquire was appointed as the Chief Municipal Prosecutor for the Elk Joint Municipal Court via Resolution No. R-8-2013; and

WHEREAS, N.J.S.A. 2B:25-4e permits a municipality to appoint additional Municipal Prosecutors as necessary to administer justice in a timely and effective manner in its Municipal Court; and

WHEREAS, there exists a need for the services of a conflict Municipal Prosecutor in the Elk Joint Municipal Court; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5, in effect provides that Contracts for Professional Services and Contracts for Services of an Extraordinary Unspecifiable Nature may be negotiated by the governing body of a municipality without public advertising and bidding, but requires a brief notice of the fact and details of each such contract to be publicly advertised and that the contract and authorizing resolution be filed in the Municipal Clerk's Office.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Elk, County of Gloucester and State of New Jersey, as follows:

The Township Committee hereby appoints for the year 2013, the following Attorneys At Law as conflict Municipal Prosecutors: Augusta J. Pistilli, Esquire; Kelly A. Conroy; Esquire; David M. Schmid, Esquire; Robert J. Smith, II; Esquire; and Charles A. Fiore, Esquire to be paid a reasonable value for services rendered.

BE IT FURTHER RESOLVED, that this contract is awarded without competitive bidding as exceptions in the Local Public Contracts Law, either because said party contracted with is authorized by law to practice a recognized profession in the State of New Jersey or the services to be performed are extraordinary unspecifiable services which cannot be bid competitively because it is impossible to prepare specifications for same in accordance with the above mentioned statutes. The contract is being awarded pursuant to a fair and open process.

BE IT FURTHER RESOLVED that a copy of said notice as required by N.J.S.A. 40A:11-5 shall be published in the Township's official newspaper within ten (10) days after passage of this Resolution.

ADOPTED at the reorganization meeting of the Elk Township Committee held on January 3, 2013.

TOWNSHIP OF ELK


PHILIP A. BARBARO, JR., Mayor

ATTEST:


DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

**RESOLUTION AUTHORIZING PROFESSIONAL SERVICES
BY A MUNICIPAL PUBLIC DEFENDER**

WHEREAS there exists a need for a Municipal Public Defender for Elk Joint Municipal Court for the year 2013; and

WHEREAS funds are or will be available for this purpose; and

WHEREAS the Local Public Contracts Law (N.J.S.A. 40:11-1 et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Elk, County of Gloucester and State of New Jersey, as follows:

1. That Gary Lomanno, Esq., be and hereby is appointed Municipal Public Defender for the Elk Joint Municipal Court effective January 1, 2013 for one (1) year ending December 31, 2013.
2. This appointment is made without competitive bidding as a Professional Service under the provisions of the Local Public Contracts Law, because the services to be performed are by members of a recognized profession, licensed and regulated by law, and are of a nature where it is not possible to obtain bids.
3. The Mayor and Township Clerk are hereby authorized and directed to execute the written agreements attached hereto with the aforesaid in connection with such professional South Jersey Times and Sentinel Newspapers as required by law.

ADOPTED at the Reorganization Meeting of the Township Committee of the Township of Elk held on January 3, 2013.

ATTEST:



DEBORA R. PINE, TOWNSHIP CLERK

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

RESOLUTION R-9A-2013

RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK APPOINTING CONFLICT MUNICIPAL PUBLIC DEFENDER

WHEREAS, Gary Lomanno, Esquire was appointed as the Elk Joint Municipal Court Chief Public Defender via Resolution No. R-9-2013; and

WHEREAS, N.J.S.A. 2B:25-4e permits a municipality to appoint additional Public Defenders as necessary to administer justice in a timely and effective manner in its Municipal Court; and

WHEREAS, there exists a need for the services of a conflict Municipal Public Defender in the Elk Joint Municipal Court; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5, in effect provides that Contracts for Professional Services and Contracts for Services of an Extraordinary Unspecifiable Nature may be negotiated by the governing body of a municipality without public advertising and bidding, but requires a brief notice of the fact and details of each such contract to be publicly advertised and that the contract and authorizing resolution be filed in the Municipal Clerk's Office.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Elk, County of Gloucester and State of New Jersey, as follows:

The Township Committee hereby appoints for the year 2013, Rex Roldan, Esquire as conflict Municipal Public Defender to be paid a reasonable value for services rendered.

BE IT FURTHER RESOLVED, that this contract is awarded without competitive bidding as exceptions in the Local Public Contracts Law, either because said party contracted with is authorized by law to practice a recognized profession in the State of New Jersey or the services to be performed are extraordinary unspecifiable services which cannot be bid competitively because it is impossible to prepare specifications for same in accordance with the above mentioned statutes. The contract is being awarded pursuant to a fair and open process.

BE IT FURTHER RESOLVED that a copy of said notice as required by N.J.S.A. 40A:11-5 shall be published in the Township's official newspaper within ten (10) days after passage of this Resolution.

ADOPTED at a regular meeting of the Elk Township Committee held on January 3, 2013.

TOWNSHIP OF ELK

Philip A. Barbaro, Jr.
PHILIP A. BARBARO, JR., Mayor

ATTEST:

Debora R. Pine

DEBORA R. PINE, Township Clerk

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

**RESOLUTION ESTABLISHING REGULAR MEETINGS
OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ELK**

WHEREAS the Township Committee of the Township of Elk, County of Gloucester, State of New Jersey has opened its Reorganization Meeting of January 3, 2013;

WHEREAS a motion was made to set dates and time for meeting for the year 2013, and the reorganization meeting 2014 for the Township Committee; and

WHEREAS an affirmative vote was taken in favor of said dates and times for meetings for the year 2013 for the Township Committee.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Elk, that the Elk Township Committee will hold Work Session and Regular Meetings at 7:30 p.m. unless otherwise noted, at the Municipal Building, 667 Whig Lane, Aura, NJ on the following dates:

Work Session Meeting Dates

- January 15, 2013
- February 19, 2013
- March 19, 2013
- April 15, 2013 (Monday)
- May 21, 2013
- June 18, 2013
- July 23, 2013 (4th Tuesday)
- August 20, 2013
- September 17, 2013
- October 15, 2013
- November 18, 2013 (Monday)
- December 17, 2013

Regular Meeting Dates

- February 7, 2013
- March 7, 2013
- April 4, 2013
- May 2, 2013
- June 6, 2013
- July 11, 2013 (2nd Thursday)
- August 1, 2013
- September 5, 2013
- October 3, 2013
- November 7, 2013
- December 5, 2013

Close Out Meeting, Monday, December 30, 2013 at 5:00 p.m.
Reorganization, Thursday, January 2, 2014 at 7:30 p.m.

BE IT FURTHER RESOLVED pursuant to the Open Public Meeting Act of the State of New Jersey, N.J.S.A. 10:4-6 et seq., requires public bodies to adopt an annual schedule of regular meetings, and to furnish the public with notice of said schedule in a manner more specifically set forth in said Act; and

BE IT FURTHER RESOLVED, that copies of the said annual Schedule shall be posted and continue to be posted throughout the year on the Bulletin Board of the Township Municipal Building; and

BE IT FURTHER RESOLVED, a copy of this Resolution and said Schedule shall be mailed for publication to The South Jersey Times and the Sentinel newspapers; and

BE IT FURTHER RESOLVED, a copy of said annual Schedule shall be filed with the Clerk of the Township of Elk.

THIS RESOLUTION IS DULY ADOPTED at the Reorganization Meeting of the Township Committee of the Township of Elk held January 3, 2013, at the Municipal Building, 680 Whig Lane, Aura, New Jersey.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:



DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

RESOLUTION R-11-2013

**RESOLUTION ESTABLISHING OFFICIAL NEWSPAPERS
OF THE TOWNSHIP OF ELK**

WHEREAS the Statutes of the State of New Jersey require that the governing body shall, by resolution designate an official newspaper for publication of its official notices;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Elk, County of Gloucester and State of New Jersey, that the **SOUTH JERSEY TIMES**, Woodbury, New Jersey and the **SENTINEL**, Franklinville, New Jersey, be and are hereby designated as the official newspapers for the Township of Elk.

THIS RESOLUTION IS DULY ADOPTED at the Reorganization Meeting of the Township Committee of the Township of Elk held January 3, 2013, at the Municipal Building, 667 Whig Lane Road, Aura, New Jersey.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:


DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

R-12-2013

**RESOLUTION AUTHORIZING THE CASH MANAGEMENT PLAN WITHIN THE
TOWNSHIP OF ELK**

WHEREAS the Township of Elk desires to safeguard the assets of the Public, maximize interest earned to the Township, provide for adequate liquidity to handle the operation of the Township, and to comply with all State of New Jersey Statutes and Rules.

BE IT RESOLVED BY THE Township Committee of the Township of Elk that the Cash Management Plan for the Township of Elk be adopted as presented below.

ADOPTED at a meeting of the Township Committee of the Township of Elk held on **January 3, 2013**.

TOWNSHIP OF ELK

ATTEST:



DEBORA R. PINE, TOWNSHIP CLERK



Philip A. Barbaro, Jr., Mayor

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

**CASH MANAGEMENT PLAN
OF THE
TOWNSHIP OF ELK**

Adopted January 3, 2013

I. CASH MANAGEMENT AND INVESTMENT OBJECTIVES:

- A) Preservation of Capital
- B) Adequate safekeeping of assets
- C) Liquidity to meet operating needs of the Township
- D) Compliance with NJ State Laws and Regulations

II. STATEMENT OF POLICY

It shall be the policy of the Township of Elk, County of Gloucester to annually adopt a Cash Management Plan and to authorize the Chief Financial Officer to administer said Plan, for the purpose of depositing and investing the maximum amount of available funds into interest bearing instruments

III. PERMISSIBLE INVESTMENTS

- 1) Bonds or other obligations of the United States or obligations guaranteed by the United States of America (ie US Treasury Bills, Notes and Bonds)
- 2) Bonds or other obligations of the local unit or school districts of which the local unit is a part
- 3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor
- 4) Any other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by local units
- 5) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52: 18A-90.4)

6) Any insured account with a bank, savings and loan association, credit union or similarly named institution that holds a current certificate of eligibility from the State of New Jersey Department of Banking and Insurance under the Government Unit Depository Protection Act (GUDPA)

IV. AUTHORIZED DEPOSITORIES

The Township of Elk is authorized to utilize the services of any bank, savings and loan association, credit union or other similarly named institution that holds a current certificate of eligibility from the State of New Jersey Department of Banking and Insurance under the Government Unit Depository Protection Act (GUDPA).

Specifically, the Township of Elk will maintain a banking relationship with the following financial institutions:

First National Bank of Elmer
Newfield National Bank
Susquehanna Bank
TD Bank
Colonial Bank

Please note that other financial institutions may be added and the above specific relationships may be severed, as permissible under the Cash Management Plan.

V. REQUIREMENTS

As required by N.J.S.A. 40A: 5-15, all monies collected or received from any source by or on the behalf of the Township or any Board or Department thereof shall be paid to the Township of Elk who shall deposit all such funds within 48 hours after receipt, to the credit of the Township of Elk in a legal depository.

The following signatory responsibilities will be in effect for the Township of Elk: The Mayor, two Committee People, Township Clerk and the Chief Financial Officer are authorized to sign checks, drafts and orders of the Township of Elk. The Chief Financial Officer is designated to make all duly authorized transfers, cancellations and deposits. All checks, drafts, notes or orders against the Municipal Court Account of Elk Township shall be signed by the Municipal Court Administrator.

VI. EXCEPTIONS

The following types of funds are *not* required to be placed into interest bearing accounts:

1) Petty Cash Funds

2) Change Funds

3) Cash drawn from a Federal Agency under a letter of credit, which cash is to be paid out within five (5) working days to an approved vendor.

4) Deposits, retainage, or amounts posted by way of bond, held by the local unit for such things as a faithful performance, if the local unit would be required by law to pay back any interest earned to the provider of the deposit, except where the local unit is required by law, court decision, or faithfully bargained agreement to invest the funds.

5) Amounts derived from the sale of bonds or notes only to the extent that a specified written opinion of counsel states that the earning of full interest would result in the bonds or notes being classified as an arbitrage (not federally tax-exempt) issue pursuant to Federal regulations. To the extent that some interest is allowable, it shall be deposited at such a rate if such a rate is obtainable.

VIII. REPORTING

The Chief Financial Officer shall report monthly in writing to the Committee the amount of any securities obtained or redeemed, as well as the interest rates and maturity dates, including each organization holding local unit funds.

IX. AUDIT

The Township's investment practices and agreements for banking services and compensation thereof shall be reviewed by the Township Auditor as part of the annual audit, as required by N.J.S.A. 40A: 5-4.

X. CONTRARY TO LAW

This plan does not attempt to alter, change, or rewrite any law or court ordered practice of the United States, the State of New Jersey, the County of Gloucester or the Township of Elk. Any part of this Cash Management Plan found not to be in compliance with any existing or future legislation of the above mentioned bodies shall be considered null and void to the extent of the non-compliance. The remainder of the Cash Management Plan shall continue to be in force.

R-13-2013

**RESOLUTION AUTHORIZING PETTY CASH FOR USE BY THE
TOWNSHIP CHIEF FINANCIAL OFFICER**

WHEREAS it is necessary for the Township Chief Financial Officer to pay for various low cost items in cash;

BE IT RESOLVED by the Township Committee of the Township of Elk, in the County of Gloucester, State of New Jersey, that a petty cash fund of \$200.00 be established for use in the office of the Township Chief Financial Officer during the year 2013.

THIS RESOLUTION IS DULY ADOPTED at the Reorganization Meeting of the Township of Elk held on January 3, 2013, at the Municipal Building, 667 Whig Lane Road, Aura, New Jersey.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:


DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

RESOLUTION R-14-2013

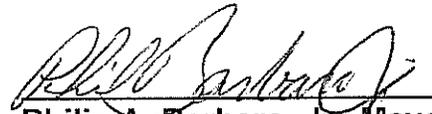
**RESOLUTION AUTHORIZING CHANGE FUND
FOR MUNICIPAL CLERK**

WHEREAS, it is necessary for the Municipal Clerk to make change when accepting payments for animal licenses.

BE IT RESOLVED by the Township Committee of the Township of Elk, in the County of Gloucester, State of New Jersey, that a change fund of \$50.00 be established for use in the office of the Municipal Clerk during the year 2013 for the purpose of making change for customers purchasing dog licenses.

THIS RESOLUTION IS DULY ADOPTED at the Reorganization Meeting of the Township of Elk held on January 3, 2013, at the Municipal Building, 667 Whig Lane Road, Aura, New Jersey.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:


DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro				
Marchei				
Poisker				
Sammons				
Spring				

R-15-2013

**RESOLUTION AUTHORIZING CHANGE FUND
FOR TAX COLLECTOR.**

WHEREAS, it is necessary for the Tax Collector to make change when accepting payments for property taxes.

BE IT RESOLVED by the Township Committee of the Township of Elk, in the County of Gloucester, State of New Jersey, that a change fund of \$100.00 be established for use in the office of the Tax Collector during the year 2013 for the purpose of making change for customers submitting property tax payments.

THIS RESOLUTION IS DULY ADOPTED at the Reorganization Meeting of the Township of Elk held on January 3, 2013, at the Municipal Building, 667 Whig Lane Road, Aura, New Jersey.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:


DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

RESOLUTION R-16-2013

RESOLUTION CONCERNING INTEREST ON DELINQUENT TAXES

WHEREAS N.J.S.A. 54:4-67 allows Municipalities to fix rates of interest to be charged for unpaid and delinquent taxes.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Elk, County of Gloucester and State of New Jersey that the Tax Collector of said Township is hereby directed to charge interest at the rate of 8% per annum on the first \$1,500 of delinquent installments of taxes, and at the rate of 18% per annum on any amount in excess of \$1,500 from the date the installments become delinquent. Provided, however, that no interest shall be charged if payment of any installment is made within ten (10) days after the date on which same became payable.

BE IT FURTHER RESOLVED that the Tax Collector is authorized and directed to charge a penalty of 6% of the amount of tax delinquency to any taxpayer with a tax delinquency in excess of \$10,000 who fails to pay that delinquency prior to the end of the calendar year.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Tax Collector of the Township of Elk.

ADOPTED at a meeting of the Township Committee of the Township of Elk held **January 3, 2013**.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:


DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

R-17-2013
RESOLUTION OF THE TOWNSHIP COMMITTEE
OF THE TOWNSHIP OF ELK

**RE: REAPPOINTING SPECIAL LAW ENFORCEMENT OFFICERS
CLASS II FOR THE ELK TOWNSHIP POLICE DEPARTMENT**

WHEREAS the Township of Elk has appointed Special Law Enforcement Officers Class II for the Elk Township Police Department and their terms have expired; and

WHEREAS pursuant to N.J.S.A. 40A-146.14, special law enforcement officers may be appointed for terms not to exceed one year; and

WHEREAS **Stephen Przeworski, Ryan Wells and Keith Wescott** have the necessary qualifications to serve in this positions; and

WHEREAS the terms for the above listed will expire on December 31, 2013.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Elk, that **Stephen Przeworski, Ryan Wells and Keith Wescott** be appointed to the position of Class II Part-Time Police Officers to the Elk Township Police, as of the listed effective date, subject to the existing salary schedule and the completion of any necessary eligibility requirements.

ADOPTED at a meeting of the Township Committee of the Township of Elk held on January 3, 2013.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:


DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

R-18-2013

**RESOLUTION MAKING APPOINTMENTS TO
SPECIFIC ADMINISTRATIVE POSITIONS AND CONFIRMING
SUCH APPOINTMENTS FOR THE TOWNSHIP OF ELK COUNTY OF GLOUCESTER,
STATE OF NEW JERSEY FOR 2013**

WHEREAS the Township Committee of the Township of Elk has duly organized for the year 2013, at the Municipal Building, Aura, New Jersey; and

WHEREAS the following appointments are made to the specified administrative and other positions shown on the attached list, which list is made a part of this Resolution; and

WHEREAS, the Township Committee desires to move and confirm said appointments by this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the administrative and other appointments set forth on the attached list, which list is made a part of this Resolution, are hereby accepted and confirmed and the persons designated therein are each appointed to serve in each of their respective designated official positions commencing upon adoption of this Resolution, and in and during the calendar year 2013 at the term stated.

THIS RESOLUTION IS DULY ADOPTED at the Reorganization Meeting of the Township Committee of the Township of Elk held January 3, 2013, at the Municipal Building, 667 Whig Lane Road, Aura, New Jersey.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:


DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

ELK TOWNSHIP COMMITTEE APPOINTMENTS
FOR MUNICIPAL POSITIONS

<u>MUNICIPAL POSITIONS, BODY OR ENTITY</u>	<u>NAME OF PERSON APPOINTED</u>	<u>TERM TO EXPIRE</u>
Personnel Officer, Public Agency Compliance Officer JIF Claims Coordinator, Clean Communities Coordinator	Debora R. Pine	12/31/2013
Tax Search Official	Susan DeFrancesco	12/31/2013
Assistant Tax Collector	Janeen Hitchner	12/31/2013
Municipal Court Administrator	Melissa Zuccarelli	12/31/2013
Deputy Court Administrator	Pauline Jordan	12/31/2013
JIF Safety Coordinator	Dave Strout	12/31/2013
Planning/Zoning Coordinator	Anna Foley	12/31/2013
Construction Control Person	Anna Foley	12/31/2013
Zoning Officer	David McCreery	12/31/2013
Records Clerk	Debra Trifiletti	12/31/2013
Flood Plain Administrator	Fralinger Engineering	12/31/2013
Deputy Emergency Management Coordinators	Kevin Keen Jay Hughes Robert Clark Jacqueline Lawrence Joe Marchei	12/31/2013
Fire Official	Dennis Conley	12/31/2013

R-19-2013

**RESOLUTION CONFIRMING MAYORAL
ASSIGNMENTS FOR COMMITTEE PERSONS**

WHEREAS there is a need to assign Committee members as liaisons to agencies, to Boards, Committees and Commissions of the Township as well as to subcommittees all for the efficient operation of the governing body and the Township; and

WHEREAS such assignments are to be made by the Mayor.

NOW, THEREFORE, the following Township Committee person assignments are made for the year 2013.

Liaison to Public Safety

Pat Spring
Phil Barbaro

Public Works/Roads/Buildings & Grounds

Phil Barbaro

Recreation Committee

Ed Poisker

911 Coordinator

Patrick Spring

Permit and Licensing

Phil Barbaro

Education

Carolyn Sammons

Crime Watch

Pat Spring

Environmental Commission

Dennis Marchei

Planning & Zoning Board

Pat Spring

Economic Development

Ed Poisker

Agricultural Advisory Committee

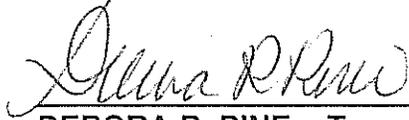
Dennis Marchei

THIS RESOLUTION IS DULY ADOPTED at the Reorganization Meeting of the Township Committee of the Township of Elk held January 3, 2013, at the Municipal Building, 667 Whig Lane Road, Aura, New Jersey.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:


DEBORA R. PINE, Township Clerk

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

**RESOLUTION MAKING APPOINTMENTS TO SPECIFIC BOARD
AND COMMISSION POSITIONS AND CONFIRMING SUCH
APPOINTMENTS FOR THE TOWNSHIP OF ELK,
COUNTY OF GLOUCESTER AND STATE OF NEW JERSEY**

WHEREAS the Township Committee of the Township of Elk is duly organized for the year 2013 at the Municipal Building, Elk Township, New Jersey; and

WHEREAS appointments are hereby made to the specific Boards, Commissions and positions shown on the attached list, which list is made part of this Resolution; and

WHEREAS the Township desires to move and confirm said appointments by this Resolution.

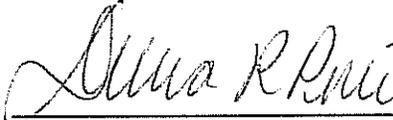
NOW, THEREFORE, BE IT RESOLVED that the appointments set forth in the attached list, which is made a part of this Resolution, are hereby made, accepted and confirmed and the persons named therein are each appointed to serve in each of their respective designated official positions commencing upon adoption of this Resolution, and in and during the calendar year 2013 for the term stated.

This Resolution is duly adopted at a meeting of the Township Committee of the Township of Elk held on Tuesday, January 3, 2013.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:


DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

**ELK TOWNSHIP COMMITTEE
APPOINTMENTS TO MUNICIPAL BOARD, COMMISSIONS
AND POSITIONS FOR THE YEAR 2013**

<u>BOARD POSITION</u>	<u>APPOINTEE</u>	<u>TERM EXPIRES</u>
<u>Economic Development Committee</u>		
Member	Matthew Afflerbach	12/31/2015
<u>Planning/Zoning Board</u>		
Class I Mayor	Phil Barbaro	12/31/2013
Class III	Pat Spring	12/31/2013
<u>Agriculture Advisory Committee</u>		
Member	Jim Visalli	12/31/2015

RESOLUTION CONFIRMING MAYORAL APPOINTMENTS

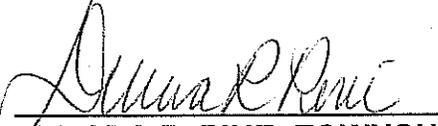
WHEREAS by statute and by ordinance certain appointments to certain positions, Board and Agencies of the Township of Elk are to be made by the Mayor; and **WHEREAS** the appointments listed below are made by the Mayor. **NOW, THEREFORE**, the Mayor of the Township of Elk this 3rd day of January, 2013, hereby makes the following appointments to the following positions for the terms stated.

<u>POSITION</u>	<u>NAME OF PERSON APPOINTED</u>	<u>TERM TO EXPIRE</u>
<u>Planning Board</u>		
Class IV Member	Eugene Shoultz	12/31/2016
Class IV Member	Richard Tondo	12/31/2016
Class IV Member	Ed McKeever	12/31/2016
Alt# 1	Jay Hughes	12/31/2013
Alt #2	Frank Goss	12/31/2014
Class II Member	Dave McCreery	12/31/2013
<u>Environmental Commission</u>		
Member	Vic Thomas	12/31/2015
Alt. #2	Teal Jefferis	12/31/2015
Chairman	Kevin Costello	12/31/2013

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:


DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

RESOLUTION R-22-2013

RESOLUTION ESTABLISHING CONTACT PERSON FOR THE EMPLOYMENT PRACTICE LIABILITY ATTORNEY CONSULTATION SERVICE TO THE GLOUCESTER, SALEM, CUMBERLAND COUNTIES MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the Township Committee of the Township of Elk hereinafter referred to as "Municipality", is a member of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund, hereinafter referred to as "Fund", and

WHEREAS, the Fund has adopted a policy authorizing the Employment Practices Liability Attorney Consultation Service; and

WHEREAS, the Fund has budgeted \$540.00 per member for EPL consulting services in 2013 and;

WHEREAS, the Fund requires the Municipality to designate specific managerial or supervisory individuals who will have telephone access to the EPL Hotline;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Elk, that it does hereby appoint Brian J. Duffield, Solicitor as its Contact Person.

BE IT FURTHER RESOLVED that the Township Committee does hereby appoint Debora Pine, Municipal Clerk and Stephen Considine, Chief Financial Officer as additional Contact Persons.

THIS RESOLUTION IS DULY ADOPTED at the Regular Meeting of the Township Committee of the Township of Elk held January 3, 2013, at the Municipal Building, 667 Whig Lane Road, Aura, New Jersey.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:


DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

RESOLUTION R-23-2013

**RESOLUTION APPOINTING ALTERNATE
FUND COMMISSIONER TO THE MUNICIPAL
JOINT INSURANCE FUND**

WHEREAS, the Township of Elk has resolved to join the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund; and

WHEREAS, the bylaws of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund recommend that each Municipality appoint an Alternate Fund Commissioner; and

WHEREAS, the Township Committee recommends the appointment of Phil Barbaro, Jr. as Alternate Fund Commissioner.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Elk, that it does hereby appoint Phil Barbaro, Jr. as Alternate Fund Commissioner for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund.

THIS RESOLUTION IS DULY ADOPTED at the Reorganization Meeting of the Township Committee of the Township of Elk held January 3, 2013, at the Municipal Building, 667 Whig Lane Road, Aura, New Jersey.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., Mayor

ATTEST:


DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro	✓			
Marchei	✓			
Poisker	✓			
Sammons	✓			
Spring	✓			

BILL APPROVAL

January 3, 2013

Bank Wires, Manual and Interim Checks

DOG ACCOUNT:

1) Edmunds and Associates

13-00003

\$525.00

Batch Id: SC Batch Type: C Batch Date: 01/03/13 Checking Account: CURRENT G/L Credit: Budget G/L Credit
Generate Direct Deposit: N

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq
12-01082	01/03/13 12/28/12	A0359 AUTO SHINE CAR WASH 1 NOVEMBER SERVICE	36.50 <hr/> 36.50	300 NORTH BLACK HORSE PIK 2-01- -029-225 MISCELLANEOUS	Budget	Aprv	15
12-01063	01/03/13 12/23/12	C0093 CHEAPER THAN DIRT 1 MAG POUCH, ETC.	76.07 <hr/> 76.07	2524 NE LOOP 820 2-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	3
13-00001	01/03/13 01/01/13	C0149 STEPHEN CONSIDINE 1 ESTABLISH PETTY CASH 2013	200.00 <hr/> 200.00	3-01- -906-008 PETTY CASH	Budget	Aprv	17
12-01072	01/03/13 12/23/12	D0139 DEERPARK 1 WATER	51.39 <hr/> 51.39	PO BOX 856192 2-01- -020-225 MISCELLANEOUS	Budget	Aprv	6
12-00575	01/03/13 07/09/12	D0150 DELSEA REGIONAL HIGH SCHOOL 7 SCHOOL TAXES 01/09/13	273,856.24 <hr/> 273,856.24	ATTN: BOARD OFFICE 3-01- -905-002 REGIONAL SCHOOL TAXES	Budget	Aprv	2
13-00004	01/03/13 01/01/13	D0155 DELTA DENTAL PLAN OF NJ 1 JANUARY DENTAL	1,333.70 <hr/> 1,333.70	PO BOX 36483 3-01- -026-222 GROUP INSURANCE PLAN	Budget	Aprv	19
13-00002	01/03/13 01/01/13	E0230 EDMUNDS & ASSOCIATES, INC. 1 2013 SOFTWARE SUPPORT	8,774.00 <hr/> 8,774.00	301A TILTON ROAD 3-01- -013-255 SOFTWARE MAINTENANCE	Budget	Aprv	18
13-00006	01/03/13 01/01/13	F0250 FERRELL VOLUNTEER FIRE COMPANY 1 2013 PEOSHA ALLOCATION	4,500.00 <hr/> 4,500.00	3-01- -052-222 OSHA FIRE CONTRIBUTIONS	Budget	Aprv	21
13-00010	01/03/13 01/01/13	G0359 GPANJ 1 CONSIDINE,STEPHEN MEMBERSHIP	90.00 <hr/> 90.00	C/O JIM TERRUSO-TREASURER 3-01- -013-229 ASSOCIATIONS DUES & FEES	Budget	Aprv	23
12-01070	01/03/13 12/23/12	H0167 HEDWIG HOGG 1 DECEMBER COURT RECORDING	90.00 <hr/> 90.00	84 HAZELWOOD DRIVE 2-01- -050-225 MISCELLANEOUS	Budget	Aprv	5

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq
12-01066	01/03/13 12/23/12	H0176 HERITAGE BUSINESS SYSTEMS,INC. 1 COPIER COST	93.36 <u>93.36</u>	1263 GLEN AVENUE 2-01- -043-223 OFFICE SUPPLIES	Budget	Aprv	4
13-00007	01/03/13 01/01/13	M0038 MC SYSTEMS SOFTWARE & SERVICES 1 2013 CONSTRUCTION PROGRAM	600.00 <u>600.00</u>	15 MCCAY WAY 3-01- -046-225 MISCELLANEOUS	Budget	Aprv	22
12-01080	01/03/13 12/28/12	M0303 MODERN GAS 1 12/26 PROPANE BUILDING	327.85	1725 S. BURLINGTON ROAD 2-01- -037-225 PROPANE/NATURAL GAS	Budget	Aprv	11
12-01080	12/28/12	2 12/26 PROPANE GARAGE	147.45 <u>475.30</u>	2-01- -037-225 PROPANE/NATURAL GAS	Budget	Aprv	12
12-01078	01/03/13 12/28/12	M0025 NEXTEL/SPRINT COMMUNICATION 1 944312212-CELL PHONE	275.64 <u>275.64</u>	PO BOX 172408 2-01- -037-224 TELEPHONE	Budget	Aprv	9
13-00012	01/03/13 01/02/13	M0050 NJDCA-CONSTRUCTION CODE 1 4TH QTR 2012	485.00 <u>485.00</u>	TREASURER-STATE OF NJ 2-01- -910-002 UNIFORM CONST. TRAINING FEES	Budget	Aprv	24
12-01075	01/03/13 12/23/12	Q0401 QUILL CORPORATION 1 BINDERS	23.98	PO BOX 94080 2-01- -013-223 OFFICE SUPPLIES	Budget	Aprv	7
12-01075	12/23/12	2 DESK PADS,BINDERS,PAPER	265.18 <u>289.16</u>	2-01- -043-223 OFFICE SUPPLIES	Budget	Aprv	8
12-01079	01/03/13 12/28/12	S0010 SAFEGUARD BUSINESS SYSTEMS INC 1 W2S AND 1099S	113.29 <u>113.29</u>	PO BOX 88043 2-01- -013-223 OFFICE SUPPLIES	Budget	Aprv	10
12-01083	01/03/13 12/28/12	S0455 LUZ S. SMITH 1 COURT DECEMBER	600.00 <u>600.00</u>	2835 FRIENDSHIP STREET 2-01- -050-225 MISCELLANEOUS	Budget	Aprv	16
12-00561	01/03/13 07/03/12	T0600 TREASURER OF SCHOOL MONEYS 7 JANUARY 2, 2013	255,686.59 <u>255,686.59</u>	ELK TOWNSHIP BOARD OF ED 3-01- -905-001 LOCAL SCHOOL TAXES	Budget	Aprv	1
12-01081	01/03/13 12/28/12	W0080 WARREN'S HARDWARE 1 SPONGE SAND	4.65	110 BRIDGETON PIKE 2-01- -034-236	Budget	Aprv	13

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq
12-01081	12/28/12	2 SPONGE SAND	0.47-	EQUIPMENT & SUPPLIES 2-01- -034-236	Budget	Aprv	14
			4.18	EQUIPMENT & SUPPLIES			
13-00005	01/01/13	1 TELEPHONE DECEMBER	890.51	01/03/13 X0300 XTEL COMMUNICATIONS, INC. 2-01- -037-224 TELEPHONE	Budget	Aprv	20
			890.51				

Checks:	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
	21	24	548,520.93

There are NO errors or warnings in this listing.