AGENDA

GLOUCESTER TOWNSHIP COUNCIL REORGANIZATION MEETING

JANUARY 3, 2017

Pledge of Allegiance to the Flag

Invocation: Pastor William Wilson of the Chews United Methodist Church

Statement: Mrs. DiJosie, Township Clerk, RMC

Roll Call:

Mr. Hutchison
Mr. Mercado
Mr. Mignone
Mr. Schmidt
Mrs. Stubbs
Mrs. Trotto
Mrs. Winters

Mrs. DiJosie, Twp. Clerk, RMC
Mr. Carlamere, Solicitor
Mr. Cardis, Administrator

Nomination of President of Council
Oath of Office

Nomination of Vice President of Council
Oath of Office

Mayor's Appointments read by the Township Clerk

Chief Earle's list of Special Officers and Crossing Guards read by the Township Clerk

RESOLUTIONS:

R-17:01-001 RESOLUTION ESTABLISHING ORDER OF BUSINESS FOR THE TOWNSHIP OF GLOUCESTER

R-17:01-002 RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF GLOUCESTER, CAMDEN COUNTY, NEW JERSEY ESTABLISHING RULES OF ORDER AND CONDUCT FOR ALL TOWNSHIP COUNCIL REGULAR, WORK SESSION AND SPECIAL MEETINGS OF THE TOWNSHIP COUNCIL

R-17:01-003 RESOLUTION OF CONSENT

R-17:01-004 RESOLUTION APPOINTING TOWNSHIP AUDITOR

R-17:01-005 RESOLUTION APPOINTING THE GLOUCESTER TOWNSHIP PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)

R-17:01-006 RESOLUTION APPOINTING MEMBERS TO THE GLOUCESTER TOWNSHIP PLANNING BOARD

R-17:01-007 RESOLUTION APPOINTING MEMBERS TO THE GLOUCESTER TOWNSHIP HISTORICAL AND SCENIC PRESERVATION COMMITTEE

R-17:01-008 RESOLUTION APPOINTING MEMBERS TO THE GLOUCESTER TOWNSHIP MULTIPLE DWELLING COMMISSION

R-17:01-009 RESOLUTION APPOINTING MEMBERS TO THE GLOUCESTER TOWNSHIP HOUSING AUTHORITY

R-17:01-010 RESOLUTION APPOINTING MEMBERS TO THE BLACKWOOD LAKE ADVISORY COMMITTEE

R-17:01-011 RESOLUTION APPOINTING MEMBERS TO THE GLOUCESTER TOWNSHIP ZONING BOARD OF ADJUSTMENT

R-17:01-012 RESOLUTION APPOINTING THE GLOUCESTER TOWNSHIP PUBLIC DEFENDER

R-17:01-013 RESOLUTION APPOINTING COUNCIL LIAISON TO THE GLOUCESTER TOWNSHIP HOUSING AUTHORITY

R-17:01-014 RESOLUTION APPOINTING COUNCIL LIAISON TO THE BLACKWOOD LAKE ADVISORY COMMITTEE

R-17:01-015 RESOLUTION APPOINTING COUNCIL LIAISON TO THE GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

R-17:01-016 RESOLUTION APPOINTING COUNCIL LIAISON TO GLOUCESTER TOWNSHIP HISTORICAL AND SCENIC PRESERVATION COMMITTEE

R-17:01-017 RESOLUTION APPOINTING COUNCIL LIAISON TO ALL GLOUCESTER TOWNSHIP VETERANS ORGANIZATIONS

R-17:01-018 RESOLUTION APPOINTING COUNCIL LIAISON TO GLOUCESTER TOWNSHIP ADVISORY COMMITTEE FOR RECREATION AND PARKS

R-17:01-019 RESOLUTION DESIGNATING THE DATE, TIME AND PLACE OF COUNCIL MEETINGS FOR 2015 AND AUTHORIZING AND FIXING CHARGES ON NOTICE OF MEETINGS AS REQUIRED BY THE OPEN PUBLIC MEETINGS ACT

R-17:01-020 RESOLUTION ESTABLISHING LEGAL DEPOSITORIES FOR THE TOWNSHIP OF GLOUCESTER

R-17:01-021 RESOLUTION DESIGNATING SIGNATORIES TO GENERAL ACCOUNTS FOR THE TOWNSHIP OF GLOUCESTER

R-17:01-022 RESOLUTION AUTHORIZING THE DESIGNATION OF NEWSPAPERS TO RECEIVE ALL NOTICE OF MEETINGS AS REQUIRED UNDER THE OPEN PUBLIC MEETINGS ACT

R-17:01-023 RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF GLOUCESTER ADOPTING A CASH MANAGEMENT PLAN

Public portion:

Benediction: Pastor William Wilson of the Chews United Methodist Church

Adjournment

ORLANDO MERCADO
Council President

TRACEY L. TROTTO
Council Vice President

Council Members
DAN HUTCHISON
MICHAEL D. MIGNONE
FRANKLIN T. SCHMIDT
ANDREA L. STUBBS
MICHELLE L. WINTERS

GLOUCESTER TOWNSHIP
JOIN THE EXCITEMENT

DAVID R. MAYER
Mayor

THOMAS C. CARDIS
Business Administrator

DAVID F. CARLAMERE, ESQ.
Solicitor

ROSEMARY DIJOSIE
Township Clerk

MEMO

To: Rosemary DiJosie, Clerk

From: David R. Mayer, Mayor

Date: December 20, 2016

Re: 2017 Board Appointments

Please list the following appointments on the Council Agenda for January 3rd, 2017. Thank you.

Planning Board
Josephine Washington – Class I 1 year term
Dan Hutchison – 1 year term

Advisory Board of Health
Dr. Benjamin Blank – 4 year term

1261 Chews Landing-Clementon Rd., at Hider Lane • P.O. Box 8, Blackwood, New Jersey 08012
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Solicitor

ROSEMARY DIJOSIE
Township Clerk

MEMO

To: Rosemary DiJosie, Clerk

From: David R. Mayer, Mayor

Re: Professional Appointments

The following is the list of Professional Appointments for 2017:

Administrative Appointments

Daniel Long, Christopher Long of Wade Long & Wood	Chief Prosecutor/ Municipal Prosecutor	1 year
Archer & Greiner	General Labor Counsel	1 year
Parker McCay	Bond Counsel	1 year
Capehart & Scatchard	Spl. Counsel – Workmen's Comp	1 year
Archer & Greiner	Spl. Counsel – Special Litigation	1 year

Additional Appointments

Acacia Financial	Financial Advisory Services	1 year
Maser Consulting Eng.	Spl. Engineer – Sidewalks	1 year
Remington & Vernick	Spl. Engineer – Streets	1 year
Pettit Associates, Inc.	Spl. Engineer – Recreation	1 year
CES Engineers	Spl. Engineer – Storm Drainage	1 year
All Covered	Computer Networking Consultant	1 year
Blue Sky Power	Energy Consultant	1 year
T & M Associates	Redevelopment Planner/Architect	1 year
Pettit Associates	Redevelopment Engineer	1 year
Steve Acito	Media Consultant	1 year
J. F. McKernan Jr.	Architect	1 year
Gibbons P.C.	Land Use Attorney	1 year
Triad Associates	Economic Development Consultant	1 year
Michele Selfridge	Clinical Social Worker	1 year
Triad Associates	Grants/ CDBG Consultant	1 year
Genesis	Substance Abuse Advocate	1 year

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GLOUCESTER TOWNSHIP POLICE

DEDICATED TO SERVICE ▪ COMMITTED TO EXCELLENCE

W. HARRY EARLE
CHIEF OF POLICE
FBI NA #234

TO: Roe DiJosie
FROM: Chief Harry Earle
DATE: December 12, 2016
RE: Appointment of Special Law Enforcement Officers and Crossing Guards

I am requesting to reappoint the following Special Law Enforcement Officers and Crossing Guards to their positions for 2017.

Special Law Enforcement Officers

1. Matthew Adomanis 9602
2. Robert Alter 965
3. Ryan Andrick 9772
4. John Bonelli 9891
5. Brandon Bowe 949
6. Michael Breyer 971
7. Michael Cammarota 989
8. Dominic Coppola 9532
9. Salvatore Costa 741
10. Mark Dailey 959
11. Joseph DiPalma 941
12. James Dougherty 964
13. Edwin Fidler 9801
14. Keith Hartman 9743
15. Brian Hawn 9673
16. David Honey 9541
17. Thomas Horner 985
18. Matthew Jefferson 9694
19. Tyler Krohn 9612
20. Corin Lewis 9881
21. Dante Liccketto 950
22. Joshua McCartney 957
23. David Meloni 980
24. James Mondelli 9871
25. Patrick O'Hanlon 943
26. Salvatore Oldrati 944
27. Michael Patterson 972
28. Ellisa Peatross 951
29. Dalton Power 945

DISPATCH: 856-228-4500 ▪ WEB: www.gtpolice.com ▪ EMAIL: police@gtpolice.com
1261 Chews Landing Road, Blackwood, New Jersey 08012

30. Kevin Ritz 9823
31. Brian Sarne 9603
32. Heather Schwartz 956
33. Kiersten Stone 958
34. Andrew Storey 947
35. Sean Thomas 9633
36. Andrew Tietjen 948

Crossing Guards:

1. Joseph Andricola
2. Gertrude Bragg
3. Jennifer Kirscht
4. Suzanne Van Gronigan
5. Joan Savage
6. Regina M. Rillera
7. Joseph Hoffman

Thank you for your anticipated cooperation.

Chief Harry Earle

R-17:01-001 **RESOLUTION ESTABLISHING ORDER OF BUSINESS FOR THE TOWNSHIP OF GLOUCESTER**

BE IT RESOLVED by the Township Council of the Township of Gloucester in the County of Camden, that the business of the Township Council be transacted at regular and special meetings in accordance with the following procedure:

1. Call the meeting to order and Pledge to the Flag
2. Invocation
3. Open Public Meetings Statement
4. Roll call of the Township Council in the following order and all Department Heads:
   Mr. Hutchison
   Mr. Schmidt
   Mrs. Stubbs
   Mrs. Winters
   Mr. Mignone
   Mrs. Trotto
   Mr. Mercado
5. Public Participation shall be for agenda items only. Anyone addressing Council may speak one time. Once all those wishing to address Council have had their turns, they may address Council a second time, only if it adds to what was said earlier, not repeating earlier statements.
6. Approve minutes of previous meeting.
7. Communications.
8. Reports.
9. Bids.
10. Old Business - Ordinances - Second Reading and Public Hearing
11. New Business - Ordinances - First Reading
12. Resolutions.
13. Motions.
14. Public Participation, which shall be any item the public, chooses to address to the Township Council. Anyone addressing Council may speak one time. Once all those wishing to address Council have had their turns, they may address Council a second time, only if it adds to what was said earlier, not repeating earlier statements.
15. Reports of Department Heads.
16. Polling of Council.
17. Closed Session (if required)
18. Adjournment.

BE IT FURTHER RESOLVED that the Township Council of the Township of Gloucester reserves the right to change the order of business when necessary to accommodate and for special circumstances.

Adopted: January 3, 2017

_____
President of Council

ATTEST:

_____
Township Clerk

R-17:01-002 **RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF GLOUCESTER, CAMDEN COUNTY, NEW JERSEY ESTABLISHING RULES OF ORDER AND CONDUCT FOR ALL TOWNSHIP COUNCIL REGULAR, WORK SESSION AND SPECIAL MEETINGS OF THE TOWNSHIP COUNCIL**

WHEREAS, The Township Council of the Township of Gloucester desires to establish standard rules of order and regulations for public participation at Township Council meetings for the purpose of promoting efficiency and a fair opportunity for public comment on issues and concerns when meetings are open to the public, and to assure that the business of the Township can be conducted within a reasonable time, and

WHEREAS, in order to assure that appropriate decorum is maintained during meetings when a member of the public comments to Township Council, it is necessary to establish reasonable guidelines.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Gloucester as follows:

1. The Township Council shall continue the policy of two (2) public portions at regular meetings of the Township Council.
   A. The first public portion will be limited to agenda items (Resolutions) (Total of 15 minutes)
   B. The second public portion will be open for any item of public concern. (Total of 30 minutes)
   C. The Township Council hereby sets a reasonable time limitation for each speaker, when a portion of the meeting is open for public participation. The first public portion shall be limited to three (3) minutes per speaker with a limit of two speaking opportunities. The second public portion shall be limited to five (5) minutes per speaker, with a limit of two (2) speaking opportunities. The two (2) per person speaking opportunity shall not be consecutive so as to allow other members of the public to make an appropriate presentation to Township Council. The practice of yielding time to or borrowing time from others is not permitted.

2. The Township Council hereby sets a reasonable time limitation for each speaker when a portion of any work session or special meeting is open for public participation. The public portion shall be limited to three (3) minutes per speaker with a limit of two speaking opportunities. The two (2) per person speaking opportunity shall not be consecutive so as to allow members of the public to make an appropriate presentation to Township Council. The practice of yielding time to or borrowing time from others is not permitted. The public portion shall be open for a total of 15 minutes.

3. Foul, vulgar or coarse language shall not be tolerated.

4. At the sole discretion of Township Council, with the consent of the majority of members of Council present, on issues being presented, this time limitation may be relaxed or extended from time to time and such extension, relaxation or suspension of time limitation shall not constitute a binding precedent for other speakers on other issues, or at the discretion of any member of Township Council with the consent of the majority of Township Council present, the speaking time limitation may be relaxed or extended from time to time and such extension, relaxation or suspension of time limitation shall not constitute a binding precedent for other speakers on other issues.

5. A total of thirty (30) minutes shall be permitted at any public portion of the meeting. However, at the discretion of Township Council, with the consent of the majority of members of Township Council present, this time limitation may be relaxed or extended from time to time and such extension, relaxation or suspension of time limitation shall not constitute a binding precedent for other speakers on other issues.

6. Large groups on single issues are urged to select a spokesperson to present their concerns.

7. Any desired question to specific members of the Township Council shall be directed to Council President for recognition of specific members of Township Council. The intent is to avoid a "back and forth" exchange. Members of Township Council may or may not respond to any public presentment after there has been a completion of the public speakers presentment. Council President or Members of Council may refer specific questions to professionals or Department Heads as appropriate.

Adopted: January 3, 2017

_____
President of Council

ATTEST:

_____
Township Clerk, RMC

R-17:01-003

RESOLUTION OF CONSENT

WHEREAS, the Mayor-Council Plan B form of government under the provisions of the optional Charter Law States, "The executive power of the Municipality shall be exercised by the Mayor", and

WHEREAS, the Mayor has, after consultation with members of Council, appointed the following persons to the positions named, and the terms as set forth beside their name:

Administrative Appointments

Daniel Long, Christopher Long of Wade Long & Wood	Chief Prosecutor/ Municipal Prosecutor	1 year
Archer & Greiner	General Labor Counsel	1 year
Parker McCay	Bond Counsel	1 year
Capehart & Scatchard	Spl. Counsel – Workmen's Comp	1 year
Archer & Greiner	Spl. Counsel – Special Litigation	1 year

Additional Appointments

Acacia Financial	Financial Advisory Services	1 year
Maser Consulting Eng.	Spl. Engineer – Sidewalks	1 year
Remington & Vernick	Spl. Engineer – Streets	1 year
Pettit Associates, Inc.	Spl. Engineer – Recreation	1 year
CES Engineers	Spl. Engineer – Storm Drainage	1 year
All Covered	Computer Networking Consultant	1 year
Blue Sky Power	Energy Consultant	1 year
T & M Associates	Redevelopment Planner/Architect	1 year
Pettit Associates	Redevelopment Engineer	1 year
Steve Acito	Media Consultant	1 year
J. F. McKernan Jr.	Architect	1 year
Gibbons P.C.	Land Use Attorney	1 year
Triad Associates	Economic Development Consultant	1 year
Michele Selfridge	Clinical Social Worker	1 year
Triad Associates	Grants/ CDBG Consultant	1 year
Genesis	Substance Abuse Advocate	1 year

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Gloucester, that the consent of the Council be and is hereby given to the above appointments of the Mayor of the Township of Gloucester.

Adopted: January 3, 2017

_____
PRESIDENT OF COUNCIL

ATTEST:

_____
TOWNSHIP CLERK

R-17:01-004

RESOLUTION APPOINTING THE TOWNSHIP AUDITOR

WHEREAS, N.J.S.A. 40A:5-4 requires that every municipality shall have an annual audit of its books, accounts and financial transactions by a Registered Municipal Accountant of New Jersey; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A: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 Council of the Township of Gloucester, in the County of Camden, New Jersey, that Robert Nehila of Bowman & Company be and is hereby appointed Registered Municipal Accountant of the Township of Gloucester for the year January 1, 2017 to December 31, 2017 to perform the Professional Services ordinarily provided by a Registered Municipal Accountant of the State of New Jersey and to receive such compensation as may be reasonable for such services. Said is authorized by law to practice a recognized profession in the State of New Jersey which practice is regulated by the laws of this State; to wit; the profession of Registered Municipal Accountant. These professional services are necessary and are required by this municipality.

BE IT FURTHER RESOLVED that notice of this resolution shall be published in a newspaper of general circulation as required by law within ten (10) days of passage.

Adopted: January 3, 2017

_____
PRESIDENT OF COUNCIL

ATTEST:

_____
TOWNSHIP CLERK

R-17:01-005 **RESOLUTION APPOINTING THE GLOUCESTER TOWNSHIP PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)**

BE IT RESOLVED by the Township Council of the Township of Gloucester that the following person be and is hereby appointed Gloucester Township Public Agency Compliance Officer (P.A.C.O.)

Rosemary DiJosie January 3, 2017 - December 31, 2017

Adopted: January 3, 2017

ATTEST:

_____
President of Council

_____
Township Clerk

R-17:01-006

RESOLUTION APPOINTING MEMBERS TO THE GLOUCESTER TOWNSHIP PLANNING BOARD

BE IT RESOLVED by the Township Council of the Township of Gloucester that the following persons be and are hereby appointed to the Gloucester Township Planning Board

DANIEL HUTCHISON	ONE YEAR	January 3, 2017 to December 31, 2017

Adopted: January 3, 2017

_____
PRESIDENT OF COUNCIL

ATTEST:

_____
TOWNSHIP CLERK

R-17:01-007

RESOLUTION APPOINTING MEMBERS TO THE HISTORICAL AND SCENIC PRESERVATION COMMITTEE

BE IT RESOLVED by the Township Council of the Township of Gloucester that the following persons be and are hereby appointed to the Historical and Scenic Preservation Committee

Stephanie Roberts	January 3, 2017 to December 31, 2021
Joanne Carr	January 3, 3017 to December 31, 2021
Lucy Middlecamp	January 3, 2017 to December 31, 2021
Robert Irvine	January 3, 2017 to December 31, 2021
Jeff Lilley	January 3, 2017 to December 31, 2021
Jasmine Robinson	January 3, 2017 to December 31, 2021
Katrina Hauserman	January 3, 3017 to December 31, 2021

Adopted: January 3, 2017

_____
PRESIDENT OF COUNCIL

ATTEST:

_____
TOWNSHIP CLERK

R-17:01-008

RESOLUTION APPOINTING MEMBERS TO THE GLOUCESTER TOWNSHIP MULTIPLE DWELLING COMMISSION

BE IT RESOLVED by the Township Council of the Township of Gloucester that the following persons be and are hereby appointed to the Gloucester Township Multiple Dwelling Committee

Thomas Cardis	1 year	01-03-17 to 12-31-17
David Mayer	1 year	01-03-17 to 12-31-17

Adopted: January 3, 2017

_____
PRESIDENT OF COUNCIL

ATTEST:

_____
TOWNSHIP CLERK

R-17:01-009

RESOLUTION APPOINTING MEMBERS TO THE GLOUCESTER TOWNSHIP HOUSING AUTHORITY

BE IT RESOLVED by the Township Council of the Township of Gloucester that the following persons be and are hereby appointed to the Gloucester Township Housing Authority

Kelly Matthews	5 years	01-03-17 to 12-31-2021

Adopted: January 3, 2017

_____
PRESIDENT OF COUNCIL

ATTEST:

_____
TOWNSHIP CLERK

R-17:01-010

RESOLUTION APPOINTING MEMBERS TO THE BLACKWOOD LAKE ADVISORY COMMITTEE

BE IT RESOLVED by the Township Council of the Township of Gloucester that the following persons be and are hereby appointed to the Blackwood Lake Advisory Committee

Pasquale Ciarrocchi	2 years	01-03-17 to 12-31-18
Tonya Hoelke	2 years	01-03-17 to 12-31-18
Walter Ellis	2 years	01-03-17 to 12-31-18
Stephanie Roberts	2 years	01-03-17 to 12-31-18
Douglas Maholland	2 years	01-03-17 to 12-31-18

Adopted: January 3, 2017

_____
PRESIDENT OF COUNCIL

ATTEST:

_____
TOWNSHIP CLERK

R-17:01-011

RESOLUTION APPOINTING MEMBERS TO THE GLOUCESTER TOWNSHIP ZONING BOARD OF ADJUSTMENT

BE IT RESOLVED by the Township Council of the Township of Gloucester that the following persons be and are hereby appointed to the Gloucester Township Zoning Board of Adjustment

Kevin Bucceroni	4 years	01-03-17 to 12-31-2020
Carmen Scarduzio	4 years	01-03-17 to 12-31-2020
Alternates		
Michelle Scully	2 years	01-03-17 to 12-31-2018
Ken Treger	2 years	01-03-17 to 12-31-2018

Adopted: January 3, 2017

_____
PRESIDENT OF COUNCIL

ATTEST:

_____
TOWNSHIP CLERK

R-17:010-012

RESOLUTION APPOINTING THE GLOUCESTER TOWNSHIP PUBLIC DEFENDER

BE IT RESOLVED by the Township Council of the Township of Gloucester that the following person be and is hereby appointed Gloucester Township Public Defender

GLEN LEARY	1 year	January 3, 2017 to December 31, 2017

Adopted: January 3, 2017

_____
PRESIDENT OF COUNCIL

ATTEST:

_____
TOWNSHIP CLERK

R-17:01-013

RESOLUTION APPOINTING COUNCIL LIAISON TO GLOUCESTER TOWNSHIP HOUSING AUTHORITY

BE IT RESOLVED by the Township Council of the Township of Gloucester that the following person be and is hereby appointed as the Gloucester Township Housing Authority

TRACEY TROTTO	1 Year	01-03-17 to 12-31-17

Adopted: January 3, 2017

_____
PRESIDENT OF COUNCIL

ATTEST:

_____
TOWNSHIP CLERK, RMC

R-17:01-014

RESOLUTION APPOINTING COUNCIL LIAISON TO THE BLACKWOOD LAKE ADVISORY COMMITTEE

BE IT RESOLVED by the Township Council of the Township of Gloucester that the following person be and is hereby appointed as the Gloucester Township Liaison to the Blackwood Lake Advisory Committee

MICHELLE WINTERS	1 Year	01-03-17 to 12-31-17

Adopted: January 3, 2017

_____
PRESIDENT OF COUNCIL

ATTEST:

_____
TOWNSHIP CLERK, RMC

R-17:01-015

RESOLUTION APPOINTING COUNCIL LIAISON TO GLOUCESTER TOWNSHIP GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

BE IT RESOLVED by the Township Council of the Township of Gloucester that the following person be and is hereby appointed as the Gloucester Township Municipal Utilities Authority

ORLANDO MERCADO	1 Year	01-03-17 to 12-31-17

Adopted: January 3, 2017

_____
PRESIDENT OF COUNCIL

ATTEST:

_____
TOWNSHIP CLERK, RMC

R-17:01-016

RESOLUTION APPOINTING COUNCIL LIAISON TO GLOUCESTER TOWNSHIP HISTORICAL AND SCENIC PRESERVATION COMMITTEE

BE IT RESOLVED by the Township Council of the Township of Gloucester that the following person be and is hereby appointed as the Gloucester Township Historical and Scenic Preservation Committee

ANDREA STUBBS	1 Year	01-03-17 to 12-31-17

Adopted: January 3, 2017

_____
PRESIDENT OF COUNCIL

ATTEST:

_____
TOWNSHIP CLERK, RMC

R-17:01-017

RESOLUTION APPOINTING COUNCIL LIAISON TO ALL GLOUCESTER TOWNSHIP VETERANS COMMITTEES

BE IT RESOLVED by the Township Council of the Township of Gloucester that the following person be and is hereby appointed as the Gloucester Township Liaison to all Gloucester Township Veterans Committees

FRANK SCHMIDT	1 Year	01-03-17 to 12-31-17

Adopted: January 3, 2017

_____
PRESIDENT OF COUNCIL

ATTEST:

_____
TOWNSHIP CLERK, RMC

R-17:01-018

RESOLUTION APPOINTING COUNCIL LIAISON TO GLOUCESTER TOWNSHIP ADVISORY COMMITTEE FOR RECREATION AND PARKS

BE IT RESOLVED by the Township Council of the Township of Gloucester that the following person be and is hereby appointed as the Gloucester Township Advisory Committee for Recreation and Parks

MICHAEL MIGNONE	1 Year	01-03-17 to 12-31-17

Adopted: January 3, 2017

_____
PRESIDENT OF COUNCIL

ATTEST:

_____
TOWNSHIP CLERK, RMC

R-17:01-019

RESOLUTION DESIGNATING THE DATE, TIME AND PLACE OF COUNCIL MEETINGS FOR 2016 AND AUTHORIZING AND FIXING THE CHARGES FOR NOTICE OF MEETINGS AS REQUIRED BY THE OPEN PUBLIC MEETINGS ACT.

BE IT RESOLVED by the Township Council of the Township of Gloucester, County of Camden, State of New Jersey as follows:

1. That the schedule of Regular and Executive Session meetings of the Township Council of the Township of Gloucester as set forth in the "Notice of Annual Schedule of Regular and Executive Session Meetings of the Township Council of the Township of Gloucester for 2017" (a copy of which is attached hereto and made a part hereof) be and hereby is established and adopted for 2017; and that the Regular and Executive Session Meetings of the Township Council shall be held in accordance therewith and at the times, places and dates therein established.

2. That during the year 2017, the Township Council of the Township of Gloucester, from time to time, may hold Special Meetings or Emergency Meetings, as the occasion may arise, and that adequate notice thereof shall be provided by the Township Clerk as required by law.

3. That all advance written notices of meetings of the Township Council required by law shall be prominently posted by the Township Clerk on the bulletin board located in the Municipal Building for such or similar announcements.

4. That all advance written notices of meetings of the Township Council required by law shall be mailed, telephoned, telegrammed or hand delivered to the official newspapers, free of any charge therefore.

5. That all advance written notices of any Regular, Executive Session, Special, Emergency or rescheduled meeting of the Township Council requested by any person shall be mailed to such person within the time prescribed by law upon prepayment by such person of a fee of $10.00 to cover the costs of providing such notice. News media shall be exempt from such fee.

Any person desiring that copies of said notices be mailed to him or her shall make a request in writing therefore to the Township Clerk designating the post office address to which such notice shall be mailed and shall be required to advise the Clerk in writing of any subsequent change of mailing address during the year. The prepayment of the aforesaid fee shall entitle said person to the aforesaid notices for the year; and thereafter a new request must be made each in the succeeding year.

6. That the Township Clerk shall file a copy of the Annual Schedule of Regular and Executive Session Meetings of the Township Council as well as copies of all other notices of meetings required by law and to post the same on the bulletin board reserved for such notices; and a copy of the "Notice of Annual Schedule of Regular and Executive Session Meetings of the Township Council of the Township of Gloucester for the remainder of the year 2017" shall be posted on the bulletin board within seven (7) days from the date hereof and further maintained posted with any revisions thereof throughout the year.

Adopted: January 3, 2017

_____
PRESIDENT OF COUNCIL

ATTEST:

_____
TOWNSHIP CLERK

NOTICE OF ANNUAL SCHEDULE OF REGULAR AND EXECUTIVE SESSION MEETINGS OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF GLOUCESTER FOR THE YEAR 2017

January 9, 2017
January 23, 2017
February 13, 2017
February 27, 2017
March 13, 2017
March 27, 2017
April 10, 2017
April 24, 2017
May 8, 2017
May 22, 2017
June 12, 2017
June 26, 2017
July 10, 2017
July 24, 2017
August 14, 2017
August 28, 2017
September 11, 2017
September 25, 2017
October 11, 2017 (Wednesday)
October 23, 2017
November 13, 2017
November 27, 2017
December 11, 2017
December 27, 2017 (Wednesday)

EXECUTIVE SESSION MEETINGS

February 6, 2017
March 6, 2017
April 3, 2017
May 1, 2017
June 5, 2017
July 5, 2017 (Wednesday)
August 7, 2017
September 6, 2017 (Wednesday)
October 2, 2017
November 6, 2017
December 4, 2017

Regular Session and Executive Session Meetings of the Township Council shall be held on the above dates at 7:30 pm (prevailing time) at the Gloucester Township Municipal Building, Chews Landing Road, Chews Landing, New Jersey.

Rosemary DiJosie
Township Clerk, RMC
Gloucester Township

R-17:01-020

RESOLUTION ESTABLISHING LEGAL DEPOSITORIES FOR THE TOWNSHIP OF GLOUCESTER

WHEREAS, it is necessary that legal depositories of the funds of Gloucester Township be designated for the year 2017;

NOW THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Gloucester, County of Camden, that the following banking institutions be and are hereby designated as legal depositories of funds of the Township of Gloucester, County of Camden, for the year 2017.

TD Bank
1235 Blackwood-Clementon Road
Clementon, N.J. 08021

PNC Bank of NJ
1485 Blackwood-Clementon Road
Clementon, N.J. 08021

Bank of America
1345 Chews Landing Road
Laurel Springs, N.J. 08021

Wachovia Bank
190 River Road
Summit, N.J. 07901

Citizens Bank
700 Haddonfield-Berlin Road
Voorhees, New Jersey 08043

Sun National Bank
P.O. Box 849
Vineland, N.J. 08362-0849

The Bank
100 Park Avenue
Woodbury, N.J. 08096

Sovereign Bank
302 Haddon Avenue
Westmont, N.J. 08108

Susquehanna Patriot Bank
8000 Sagemore Drive, Suite 8101
Marlton, N.J. 08053

Columbia Bank
505 Berlin-Cross Keys Road
Sicklerville, N.J. 08081

Beneficial Savings Bank
Berlin-Cross Keys Road
Sicklerville, N.J. 08081

Republic Bank
342 S. Burnt Mill Road
Voorhees, New Jersey 08043

Royal Bank
1651 Blackwood Clementon Road
Blackwood, NJ 08012

New Jersey Cash Management Fund

Adopted: January 3, 2017

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PRESIDENT OF COUNCIL

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TOWNSHIP CLERK

R-17:01-021

RESOLUTION DESIGNATING SIGNATORIES TO GENERAL ACCOUNTS FOR THE TOWNSHIP OF GLOUCESTER

BE IT RESOLVED by the Township Council of the Township of Gloucester, in the County of Camden, that disbursements from the General Account of the various banking institutions maintained by the Township of Gloucester shall be made by checks signed by any three (3) of the following persons:

Mayor	or, in absence Business Admin. Or President of Council or Twp. Clerk or Asst. Twp. Clerk
Treasurer	or, in absence Township Clerk or Asst. Twp. Clerk
Business Admin.	Or, in absence Township Clerk or Asst. Twp. Clerk

BE IT FURTHER RESOLVED, that the payroll checks shall be signed by facsimile by either of the following:

Treasurer	or, in absence Business Administrator

BE IT FURTHER RESOLVED, that all previous resolutions as to signatories with respect to the accounts referred to herein be and are hereby rescinded.

Adopted: January 3, 2017

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PRESIDENT OF COUNCIL

ATTEST:

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TOWNSHIP CLERK

R-17:01-022

RESOLUTION AUTHORIZING THE DESIGNATION OF NEWSPAPERS TO RECEIVE ALL NOTICE OF MEETINGS AS REQUIRED UNDER THE OPEN PUBLIC MEETINGS ACT

WHEREAS, Section 3d of the Open Public Meetings Act, Chapter 231, P.L. 1975 requires that certain notice of meetings be submitted to two (2) newspapers, one of which shall be the official newspaper; and

WHEREAS, the second newspaper designated by this body must be one which has the greatest likelihood of informing the public with the jurisdictional boundaries of the body of such meeting;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Gloucester, in the County of Camden, State of New Jersey, that the following are hereby designated as official newspapers and for the aforesaid purposes;

The Courier Post

The Philadelphia Inquirer

It is the opinion of this body that the Courier Post and the Inquirer have the greatest likelihood of informing the public within the jurisdictional area of this body of such meetings.

Adopted: January 3, 2017

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PRESIDENT OF COUNCIL

ATTEST:

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TOWNSHIP CLERK

R-17:01-023 RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF GLOUCESTER ADOPTING A CASH MANAGEMENT PLAN

WHEREAS, N.J.S.A. 40A: 5-14 requires every municipality to adopt a Cash Management Plan on an annual basis;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Council of the Township of Gloucester, County of Gloucester, State of New Jersey, that the following requirements be a part of the **2017 Cash Management Plan**, and be adhered to:

I. Cash Management and Investment Objectives

A. Preservation of capital;
B. Adequate safekeeping of assets;
C. Maintenance of liquidity to meet operating needs;
D. Diversification of the Borough's portfolio to minimize risks associated with individual investments.

II. Designation of Official Depositories

A. The following banks are hereby designated as legal depositories for all municipal funds:
1. Citizens Bank
2. Columbia Savings Bank
3. Bank of America
4. Beneficial Bank
5. Susquehanna Bank
6. New Jersey State Cash Management Fund
7. PNC Bank
8. Sun Bank
9. TD National Bank
10. Wachovia Bank
11. The Bank
12. Sovereign Bank
13. Republic Bank
14. Royal Bank

B. Each depository must submit to the Chief Financial Officer / Treasurer a copy of the Governmental Unit Deposit Protection Act (GUDPA) notification of eligibility, which is filed semi-annually with the Department of Banking each June 30th and December 31st;
C. This list may be amended or supplemented from time to time as Mayor and Council deems necessary.

III. Cash Management

A. All municipal funds received by any official or employee shall be either deposited within 48 hours to an account in the name of the Township of Gloucester, or shall be turned over to the Treasurer within 48 hours of receipt, in accordance with N.J.S.A. 40A: 5-15;
B. The Chief Financial Officer / Treasurer shall minimize any accumulated idle cash in checking accounts, by assuring that excess balances are promptly swept into the investment portfolio;
C. Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer or the Treasurer;
D. Change Funds and Petty Cash Funds are not required to be maintained in interest-bearing accounts.

IV. Permissible Investments

A. Bonds or other obligations of the United States of America, or obligations guaranteed by the United States of America;
B. Government money market mutual funds;
C. Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors;
D. Bonds or other obligations of the local unit, or school districts of which the local unit is a part;
E. Any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments;

F. Local Government investment pools;
G. New Jersey State Cash Management Fund;
H. Repurchase agreements of fully collateralized securities.

V. Authority for Investment Management

A. The Chief Financial Officer / Treasurer is authorized and directed to make investments on behalf of the Township. All investment decisions shall be consistent with this plan, and all appropriate regulatory constraints.

VI. Safekeeping

A. Securities purchased on behalf of the Township shall be delivered electronically or physically to the Township's custodial bank, which shall maintain custodial and/or safekeeping accounts for such securities on behalf of the Township.

VII. Procedures for Disbursement of Funds

A. Payments shall be prepared by the Chief Financial Officer / Treasurer and submitted to Mayor and Township Council for their approval;

B. No municipal funds shall be disbursed by the Chief Financial Officer / Treasurer prior to approval of the Township Council, except for:
   1. Debt Service payments;
   2. Investments;
   3. Payroll turnovers to agency accounts;

C. Tax payments to Camden County, the Gloucester Township Board of Education, and the Black Horse Pike Regional Board of Education shall be made in accordance with schedules provided by each taxing district;

D. Checks approved for payment shall be signed by any of the following three; 1) the Mayor, 2) the Treasurer, 3) the Business Administrator, 4) the Clerk and 5) the Deputy Clerk. All three signatures must be an original signature;

E. Checks paid from the following accounts must contain three signatures:
   1. Current Fund Account;
   2. General Capital Fund Account;
   3. Developers Escrow Account;
   4. Animal Control Account;
   5. Trust Other Account;
   6. Affordable Housing Account;
   7. Encroachment Account;
   8. Recreation Account;
   9. Tax Title Lien Redemption & Premium Accounts;
   10. Disability Account;
   11. Grant Rehab Mortgage Account;
   12. Special Developers Recreation Account;
   13. Unemployment Account;
   14. Multiple Dwelling Account;
   15. Municipal Open Space;
   16. K-9 Schultz;
   17. Police Forfeiture Account;

F. Checks paid from the following account only requires one signature:
   1. Payroll Account

G. Wire transfers and Automated Clearing House (ACH) payments are to be made by the Chief Financial Officer / Treasurer.

VIII. Reporting

A. The Chief Financial Officer / Treasurer shall report to Mayor and Township Council all purchases of investments in accordance with N.J.S.A. 40A: 5-15.2;
   A. The Chief Financial Officer / Treasurer shall also report to Mayor and Township Council the available cash in each fund and/or bank account.
   B. Audit
   C. This Cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A: 5-14.

Adopted: January 3, 2017

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PRESIDENT OF COUNCIL

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TOWNSHIP CLERK