

# LUMBERTON TOWNSHIP COMMITTEE

JANUARY 3, 2017

REORGANIZATION MEETING MINUTES

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## 1) **CALL TO ORDER:**

THE JANUARY 3, 2017 TOWNSHIP COMMITTEE REORGANIZATION MEETING OF THE TOWNSHIP OF LUMBERTON, CALLED TO ORDER AT 7:00 PM BY THE TOWNSHIP CLERK, DEBRA L. SHAW-BLEMINGS

## **INVOCATION:**

Father Joe Noche, Our Lady Queen of Peace Church, Hainesport

## **SALUTE TO THE FLAG:**

## **MUSICAL SELECTION:**

Molly Moss, A Rancocas Valley High School Student to perform the National Anthem

## **MEETING NOTICE STATEMENT:**

NOTICE OF TIME AND DATE FOR THIS MEETING WAS SENT TO THE BURLINGTON COUNTY TIMES AND COURIER POST NEWSPAPERS AS A LEGAL NOTICE AND SUNSHINE NOTICE IN COMPLIANCE WITH THE "OPEN PUBLIC MEETINGS LAW". IT IS POSTED ON THE BULLETIN BOARD IN THE MUNICIPAL BUILDING AND WRITTEN NOTICE MAILED TO ALL WHO REQUESTED COPIES OF THE REGULAR MEETING SCHEDULE. ALL OF THE ABOVE POSTINGS, FILINGS AND MAILINGS BEING FULFILLED ON THE 27<sup>th</sup> DAY OF DECEMBER, 2016

PLEASE SILENCE ALL CELL PHONES TO ALLEVIATE DISRUPTION OF THE MEETING.

Township Clerk recognized the Burlington County Freeholder in the audience, Deputy Director Kate Gibbs and read the Official Certificate of Election for Kristin Januseski

## **OATH OF OFFICE TO NEWLY ELECTED COMMITTEE PERSON:**

Mrs. Kristin Januseski - Term of Office 01/01/2017 to 12/31/2019

Oath of Office administered by Burlington County Freeholder Deputy Director Kate Gibbs

## **ROLL CALL:**

Committeeman Conway - Present

Committeeman Earlen - Present

Committeeman Jackson - Present

Committeewoman Januseski - Present

Committeeman Mansdoerfer - Present

## **PROFESSIONALS PRESENT:**

Brandon E. Umba, Township Administrator

Debra L. Shaw-Blemings, Township Clerk

Robin Sarlo, Township CFO & Tax Collector

## 2) **NOMINATION AND SELECTION OF MAYOR**

Township Clerk requests nominations from Township Committee

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Moved by Jackson, 2<sup>nd</sup> by Mansdoerfer, nominating Sean Earlen to serve as Mayor of Lumberton Township

**POLL VOTE:** Conway - Yes  
Earlen - Yes  
Jackson - Yes  
Januseski - Yes  
Mansdoerfer - Yes

SEEING NO OTHER NOMINATIONS, NOMINATIONS WERE CLOSED AND MOTION CARRIED

## **OATH OF OFFICE TO MAYOR - Sean Earlen**

Oath of Office administered by Burlington County Freeholder Deputy Director Kate Gibbs

## **The Township Clerk relinquishes the floor to Mayor Earlen**

### 3) **NOMINATION AND SELECTION OF DEPUTY MAYOR**

Mayor requests nominations from Township Committee

Moved by Mansdoerfer, 2<sup>nd</sup> by Jackson, nominating Jim Conway to serve as Deputy Mayor of Lumberton Township

**POLL VOTE:** Conway - Yes  
Earlen - Yes  
Jackson - Yes  
Januseski - Yes  
Mansdoerfer - Yes

SEEING NO OTHER NOMINATIONS, NOMINATIONS WERE CLOSED AND MOTION CARRIED

### 4) **OATH OF OFFICE TO DEPUTY MAYOR - Jim Conway**

Oath of Office administered by Burlington County Freeholder Deputy Director Kate Gibbs

### 5) **RESOLUTIONS:**

#### ***Resolution 2017-001***

Resolution Appointing Mayor and Deputy Mayor

#### ***Resolution 2017-002***

Resolution Making Various Township Official and Board Appointments

#### ***Resolution 2017-003***

Resolution Setting Annual Meetings of the Lumberton Township Committee

#### ***Resolution 2017-004***

Resolution Delegating Administrative Duties and Powers Over Municipal Departments to Standing Committees of the Governing Body

#### ***Resolution 2017-005***

Resolution Appointing an OEM Coordinator & Deputy OEM Coordinator for Lumberton Township

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**Resolution 2017-006**

Resolution Making Various Professional Appointments

**Resolution 2017-007**

Resolution Authorizing the Assessment of a \$100 Fee for Duplicate Tax Sale Certificates

**Resolution 2017-008**

Resolution of The Township of Lumberton, County of Burlington, State of New Jersey, Fixing the Rate of Interest to be charged on Delinquent Taxes of Assessments

**Resolution 2017-009**

Resolution Appointing a Tax Search Officer and a Municipal Improvement Search Officer

**Resolution 2017-010**

Resolution Appointing an Animal Control Officer for the Township of Lumberton

**Resolution 2017-011**

Resolution Authorizing a Ten Day Grace Period on Quarterly Tax Payments

**Resolution 2017-012**

Resolution designating Official Newspapers for the Township of Lumberton

**Resolution 2017-013**

Resolution Authorizing the Tax Assessor the Authority to file Tax Appeals and Tax Complaints

**Resolution 2017-014**

Resolution Setting a Fee Schedule for Copies of Various Documents

**Resolution 2017-015**

Resolution Authorizing State Contract and County Contract Use for Purchases for the Year 2017

**Resolution 2017-016**

Resolution Appointing a Public Agency Compliance Officer

**Resolution 2017-017**

Resolution Authorizing Off-Duty Security-Related and/or Traffic Control Services by Police Personnel

**Resolution 2017-018**

Appointing a Fund Commissioner for the Burlington County Municipal Joint Insurance Fund

**Resolution 2017-019**

Resolution Appointing a Risk Management Consultant (Burlington County Municipal Joint Insurance Fund)

**Resolution 2017-020**

Resolution Appointing a Risk Management Consultant (BurlCo Municipal Excess Liability Joint Insurance Fund)

**Resolution 2017-021**

Resolution Authorizing a Service Charge for Collection of Delinquent Sewer Accounts”

**Resolution 2017-022**

Resolution Providing for the Disposition of Overpayment of Taxes

**Resolution 2017-023**

Resolution Adopting a Cash Management Plan

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**Resolution 2017-024**

Resolution Authorizing the Tax Collector to Cancel Certain Tax Balances

**Resolution 2017-025**

Resolution Setting Mileage Reimbursement Rate

**Resolution 2017-026**

Resolution Authorizing Participation in the Burlington County Shared Services Forum

**Resolution 2017-027**

Resolution Authorizing the Execution of a Municipal Solid Waste Service Contract with the County of Burlington for the Provision of Solid Waste Services

**Resolution 2017-028**

Resolution Naming Financial Depositories

**Resolution 2017-029**

Resolution Redirecting Annual Committee Person Salary for Lewis Jackson

**Resolution 2017-030**

Resolution Appointing Hazard Mitigation Committee

**Resolution 2017-031**

Resolution Appointing Crossing Guards for the Township of Lumberton for the Year 2016

**Resolution 2017-032**

Resolution Adopting an Official Open Public Records Request Form Adopted by the Township Clerk as the Custodian of Records

**Resolution 2017-033**

Resolution Establishing a Memorial Day Committee for Lumberton Township

**Resolution 2016-034**

Resolution Creating a Subcommittee for the New Emergency Services Building Project

**Resolution 2017-035**

Resolution Recognizing Pastor Erik Jarvis and Reverend Fernando Downs as the Lumberton Police Department Chaplains

**Resolution 2017-036**

Resolution Authorizing a 2017 Temporary Budget Pursuant to NJSA 40A:4-19

**Resolution 2017-037**

Resolution Appointing a Fund Commissioner for the Southern New Jersey Regional Employee Benefits Fund

**Resolution 2017-038**

Resolution Authorizing ServiceMaster Clean to Provide Janitorial Services to the Lumberton Township Municipal Building

**Resolution 2017-039**

Resolution Fixing Wages pursuant to Ordinance 2016-13 for the Year 2017

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## **Resolution 2017-040**

Resolution Appointing a Conflict Prosecutor

## **Resolution 2017-041**

Resolution Identifying Recognized Lumberton Sports Organization

## **Resolution 2017-042**

Resolution Authorizing Princeton Hosted Solutions, LLC to Provide Voice Communications Services to Lumberton Township

Moved by Conway, 2<sup>nd</sup> by Mansdoerfer, to adopt Resolutions #2017-001 through #2017-042

**POLL VOTE:** Conway - Yes  
Earlen - Yes  
Jackson - Yes  
Januseski - Yes  
Mansdoerfer - Yes, except ABSTAIN on Resolutions #2017-006, #2017-019 and #2017-020

## **Resolution 2017-043**

RESOLUTION OF THE TOWNSHIP OF LUMBERTON, IN THE COUNTY OF BURLINGTON, NEW JERSEY, AUTHORIZING THE SALE OF \$4,750,000 PRINCIPAL AMOUNT OF GENERAL OBLIGATION BONDS, SERIES 2017; AND AUTHORIZING OTHER MATTERS RELATING THERETO

Moved by Mansdoerfer, 2<sup>nd</sup> by Conway, to adopt Resolution #2017-043

**POLL VOTE:** Conway - Yes  
Earlen - Yes  
Jackson - Yes  
Januseski - Yes  
Mansdoerfer - Yes

## **COMMENTS FROM THE PUBLIC:**

Burlington County Deputy Director Kate Gibbs, of Peppermint Drive, expressed her gratitude for being asked to participate in the evening's ceremonies and congratulated Committeewoman Januseski, Deputy Mayor Conway and Mayor Earlen. She also commented on the positive accomplishments of the 2016 Lumberton Township Committee.

Tom Polinsky, Main Street, wished the best to Committeewoman Januseski, noted that Committeeman Jackson was well liked by many people in the Township and wished all well. He also questioned Ralph Gibbs reappointment mentioning the great job he had done for many years and requested clarification of a PACO Officer.

Administrator Umba offered the explanation that a Public Agency Compliance Officer is the township employee appointed by the Township Committee to make sure all State regulations and mandates are complied with.

Tom Polinsky, Main Street, thanked the Committee for the explanations and wished all good luck in 2017.

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## **COMMENTS FROM THE TOWNSHIP COMMITTEE:**

Deputy Mayor Conway recapped the many accomplishments of 2016 Committee, keeping spending flat; hiring new municipal clerk; participating in several shared service agreements; negotiating a new AFSME employee contract; administration of (3) FEMA Grant elevation projects; continuation of Public Works to provide trash pick-up, leaf, lawn and snow services; hiring a new Assistant Public Works foreman and mechanic; the addition of body cameras for Police Officers, hiring of (2) Police officers, promoting a new Police Lieutenant., and retiring of K-9 Rocket; purchasing a new Fire vehicle; providing new command gear to Fire and EMS; moving forward with plans for a new Emergency Service Building; and the increase of volunteers. He also commented on the successful events and activities sponsored by Recreation, Civic and Historic groups, pledged the Committee's support of Eagle Scout projects and committed to continuing with infrastructure and capital improvement projects throughout 2017. He thanked Committeeman Mansdoerfer for all of his efforts to help procure Grant funding for many projects.

Mayor Earlen noted the flat spending policy of 2016 Committee, holding the budget to the same \$9 million amount over the last 10 years which is due to efficiencies, grant opportunities smart budgeting and financing noting the receipt of over \$850,000 in grant funding for road and recreation projects. He confirmed the Committee intends to participate in multiple Shared Service Agreements where Lumberton shares its employees with other municipalities who reimburse a portion of salaries. He disclosed the Emergency Service Building is a necessary project afforded by the significant reduction of debt service for 2017 as the bonding will not affect the total amount the town spends each year on debt service. He also listed some of the successful programs and projects which will continue in 2017, Email notification, quarterly Newsletters, roadway crack sealant, updating the municipal records room, new Police K-9 Cisco and the construction of an Emergency Service Building. Mr. Earlen also commended the EMS quick response time and superior service to residents.

Committeeman Mansdoerfer welcomed Committeewoman Januseski mentioning the welcome addition of her new energy to the Committee and he looks forward to working together. He thanked Mayor Earlen and Deputy Mayor Conway for their leadership and looks forwards to 2017.

Committeeman Jackson also welcomed Committeewoman Januseski and is looking forward to a great year.

Committeewoman Januseski appreciates all of the well wishes and is anxious to get started.

Deputy Mayor Conway also congratulated Committeewoman Januseski and hopes for a Happy New Year to all.

Mayor Earlen congratulated Committeewoman Januseski remarking she a tireless worker. He expressed his thanks to Mike Dinneen for 3 years serving as a great peer and colleague, and to his family for their tolerance of late nights and early mornings. He stated serving as Mayor is an honor and he appreciates the trust of the Committee remarking he loves being involved in the day to day workings of the community as it is well worth the effort. In closing, he thanked the employees and volunteers for their hard work and feels this municipality is a great place to live.

## **BENEDICTION:**

Deacon Leo Zito, Our Lady Queen of Peace Church, Hainesport

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## **ADJOURNMENT:**

Moved by Conway, 2<sup>nd</sup> by Mansdoerfer, to adjourn the meeting at 7:55pm

Voice Vote: All in favor, no objections, motion carried.

Respectfully submitted by:

*Debra L. Shaw-Blemings*

Debra L. Shaw-Blemings, RMC  
Lumberton Township Clerk