

## **REORGANIZATION MEETING**

**January 5, 2015**

The Meeting was called to order by Mayor Forbes

The flag salute was led by Mayor Forbes

Mayor Forbes announced that the meeting was in compliance with the Sunshine Law.

Council Persons present: Lehman, Aron, Brandley, Rafferty, Valianti and Davidson.

Mayor Forbes swore in Councilman Lehman and Councilwoman Valianti.

### **RESOLUTION #1-15-APPOINTMENT OF COUNCIL PRESIDENT**

Councilman Greg Brandley made a motion that Councilman Rafferty be name Council President.

Councilman Lehman seconded.

Unanimous Roll Call Vote

Mayor Forbes swore in Council President Rafferty.

**RESOLUTION #02-14-REORGANIZATION OF COUNCIL**-That the following reorganization of Council be approved: Public Safety-Municipal Court-Director, Gerry Davidson, Public Works- Director-James Rafferty, Finance & Administration-Director Greg Brandley, Buildings & Grounds- Director-Ron Aron,. Planning/Zoning/Redevelopment-Director Dot Valianti, Recreation & Senior/Veterans Affairs-Director Charles Lehman. Approved by motion of Rafferty and seconded by Aron.

**RESOLUTION 3-15-APPOINTMENT OF POLICE OFFICER**-that Anthony Abbate be appointed Police Officer for the Oaklyn Police Department.

The foregoing resolution was approved by motion of Davidson, seconded by Brandley. Unanimous roll call vote.

Mayor Forbes swore in Officer Abbate.

**RESOLUTION #4-15-APPOINTMENT OF K-9 OFFICER**-that "Enzo" be appointed K-9 Officer for the Borough of Oaklyn.

The foregoing resolution was approved by motion of Davidson, seconded by Brandley. Unanimous roll call vote.

Mayor Forbes and Council welcomed Enzo along with his handler Officer Olivieri.

**RESOLUTION #05-15-APPOINTMENT OF ACCOUNTANT**-That Kirk Applegate, acting for Bowman & Co. be appointed Accountant for the Borough for the year 2015

**RESOLUTION #06-15-APPOINTMENT OF BROKER OF RECORD FOR EMPLOYEE BENEFIT PROGRAM**-That Stanley H. Allen, Inc, t/a Allen Associates, be appointed Broker of Record for employee benefit program for the Borough for the year 2015.

**RESOLUTION #07-15-APPOINTMENT OF ENGINEER**-That Key Engineers by appointed Engineers for the Borough for the year 2015

**RESOLUTION #08-15-APPOINTMENT OF INSURANCE AGENT**-that Conner Strong of Commerce National Insurance Services be appointed insurance agent for the Borough for the year 2015.

**RESOLUTION #09-15-APPOINTMENT OF MUNICIPAL BOND COUNSEL** -That Parker-McCay be appointed Municipal Bond Counsel for the Borough for the year 2015.

**RESOLUTION #10-15-APPOINTMENT OF SOLICITOR**- That Timothy Higgins be solicitor for the Borough for the year 2015

**RESOLUTION #11-15-APPOINTMENT OF PLANNING BOARD SOLICITOR**-. to appoint Michael McKenna, Esq. Planning Board Solicitor for the year 2015.

**RESOLUTION #12-14-APPOINTMENT OF MUNICIPAL PLANNER**- That Key Engineers by appointed Municipal Planner for the Borough for the year 2015

**RESOLUTION #14-15-APPOINTMENT OF RISK MANAGEMENT CONSULTANT**-That Hardenbergh Insurance Group be appointed Risk Management Consultant for the year 2015.

**RESOLUTION #15-15-APPOINTMENT OF TITLE COMPANY**-That Surety Title Corporation be appointed Title Company for the Borough for the year 2015.

The foregoing resolutions were approved by motion of Davidson, seconded by Brandley. Unanimous roll call vote.

**RESOLUTION #16-15VARIOUS ROW OFFICERS**-That the following appointments be confirmed: Tina Gamba, Police Clerk and Crossing Guard, Judith Pierce-Dep. Bor Cler, Dep. Animal Lic Officer. Bonnie Taft-Dep. Tax Coll. & Treas., Animal License Officer, Reg. Vital Stats. Janet LaBar-Adm. Sect., Treas., Dep. Tax Coll., Dep. Boro Clerk, Dep. Animal Lic Officer & Deputy Reg. Vital Stats. , Michelle Madden- Dep. Animal Lic Officer &Dep Reg. of Vital Stats., Richard Hawco, Supt. Public Works, Joseph Zuccarelli, Foreman, Public Works, John Moore-Zoning Adm., Property Maint., William Day-Fire Code Official & Housing Code Insp., Chris Mecca-Housing Code Official & Construction Official, Ron Aron-JIF Commissioner, Janet Larson Asst. Librarian, Monica Rottler, Asst. Librarian, Patricia Koch-Asst. Librarian, Brenda DiMedio -Crossing Guard, , Anne Mondile-Crossing Guard, Greg Brandley-Liaison to OMAYSK Gerry Davidson-Liaison to Library, Chuck Lehman-Liaison to the School, John Dymond-Assessor Field Insp., Ronald Aron-OEM Coord, Scott Cairns-Fire Chief, Rich Repas-Asst. Fire Chief, Anthony Leon-Tax Assessor. Michael Joyce-Prosecutor, Charles Wigginton-Public Defender, William Stopper-Public Defender, Cathy Lawson-Court Administrator, Danielle Sharon McMaster-Deputy Court Administrator, Michele Busarello-Deputy Court Administrator, Karen Echert, Deputy Court Administrator, Cindy White, Deputy Court Administrator

**RESOLUTION #17-15-OMAYSC APPOINTMENTS**-That the following be appointed members to OMAYSK: Mayor Forbes, Chief Abbate, Sarah Grimaldi, Dr. Scott Oswald , Michele Phillips and Dare Officer Craig Staubs. Members at Large-Adam Sherr, Vince Mondile, Claudia Super, Jack Deen, Bonnie Taft, Julius Trimbach, Denise Currie, Richard Currie, Jamie DiMarco, Steve Rigler, Janet LaBar, Faith Alexander Shannon Super, Kevin Walters, Samantha Chambers, Emily Davidson and Gabrielle Trimbach.

**RESOLUTION #18-15-APPOINTMENTS TO STATUTORY BOARD FOR 2015**-that the members of the Planning Board by approved

All of the foregoing appointments were approved by motion of Rafferty, seconded by Aron and unanimous roll call vote.

All appointees were sworn in by Mayor Forbes

**ORDINANCE 01-15-SALARY ORDINANCE 2015**-First Reading

The forgoing ordinance was approved on first reading by motion of Rafferty and second by Lehman.

Unanimous roll Call vote

**RESOLUTION #19-15-MUNICIPAL COURT DATES**- That court will be held each Wednesday of every month at 9:00 a.m.

**RESOLUTION #20-15-TAX OFFICE HOURS**-That the tax office shall be open Monday thru Thursday 8:00 a.m. to 4:00 p.m., Friday 8:00 a.m. to 12:00 p.m.

**RESOLUTION #21-15-LOCAL IMPROVEMENTS SEARCHES**-That certificates as to Liability for Municipal Improvements Be issued by Bonnie Taft.

**RESOLUTION #22-15-TAX SEARCH CLERK**-That Judith Pierce is designated to make and issue Tax Searches.

**RESOLUTION # 23-15-NEWSPAPERS FOR LEGAL ADVERTISING**-that the Retrospect, Courier Post Are designated as official newspapers for legal advertising.

**RESOLUTION #24-15-DELINQUENT TAX PENALTY**-That the rates of interest to be charged on delinquent taxes shall be as follows: 8% on delinquent amounts less than \$1500.00 and 18% on amounts in excess of \$1500.00

**RESOLUTION #25-15-PAYMENT OF SLARIES**-That the Mayor, Clerk & Treasurer are authorized to pay all salaried officers and employees and appropriate agencies.

**RESOLUTION #26-15-PAYMENT OF BONDS FOR 2015**-That the Mayor, Clerk & Treasurer are Authorized to pay all bonds as they mature.

**RESOLUTION #27-15-ESTABLISHMENT OF BANK ACCOUNTS**-That the Clerk & Treasurer are authorized to open and maintain the following accounts: Payroll, Treasurers, Unemployment, Trust Other, Redemption, Animal, Capital accounts.

**RESOLUTION #28-15 ESTABLISHMENT OF BANK ACCOUNTS**-That the Clerk is authorized to open and maintain the following accounts: Payroll.

**RESOLUTION #29-15-DEPOSITORIES FOR DEPOSIT OF BORUGH FUNDS**-That the following are designated as depositories for borough funds: First Colonial National Bank, Commerce Bank, Wachovia Band and Cash Management.

**RESOLUTION #30-15-INVESTMENT OF FUNDS**-That the Borough Treasurer is hereby authorized to invest monies on hand.

**RESOLUTION #31-15-CASH MANAGEMENT PLAN**-That the Borough has entered into a Cash Management Plan as required by law.

The foregoing Resolutions were adopted by motion of Brandley, seconded by Rafferty. Unanimous roll call vote.

**RESOLUTION #32-15-AUTHORIZATION TO FILE APPEALS**- That the Assessor and/or the Assessor's attorney are hereby authorized to sign tax appeals.

**RESOLUTION #33-15-AMUSEMENT MACHINE LICENSES**-That the following licenses be approved:

Merryfields Bar-2,

**RESOLUTION #34-15-FOOD HANDLING LICENSES**-That the 2015 Food Handling Licenses by approved

**RESOLUTION #35-15-MERCANTILE LICENSES**-That the 2015 Mercantile Licenses be approved

**RESOLUTION #36-15-TAXES BELIEVED UNCOLLECTIBLE**-There are no taxes believed uncollectible.

**RESOLUTION #37-15-POLICE CHIEF CONTRACT**-that the Mayor and Borough Council enter into a contract with Chief Mark Moore

**RESOLUTION #38-15-SHARED SERVICES AGREEMENT WITH SALEM COUNTY IMPROVEMENT AUTHORITY, SOLID WASTE DIVISION**-To enter into an agreement with the Salem County Solid Waste Division for solid waste disposal

The foregoing Resolutions were adopted by motion of Brandley and seconded by Rafferty and unanimous roll call vote.

**RESOLUTION #39-15-TEMPORARY BUDGET**-That the temporary budget in the amount of \$1,323,295.10 be approved.

**RESOLUTION #40-15-PAYMENT OF BILLS**-That the bills in the amount of \$1,226,416.48 for the month of January be paid.

The foregoing resolutions were approved by motion of Brandley and seconded by Aron and Unanimous roll call vote.

The meeting was then open to the public by motion of Brandley, seconded by Davidson.

Being no discussion, the meeting was closed to the public by motion of Aron and seconded by Brandley.

The meeting was then adjourned by motion of Lehman and seconded by Rafferty .

Respectfully Submitted,

Bonnie Taft, R.M.C.

**BUDGET MEETING MINUTES**  
**January 14, 2015**

The Meeting was called to order by Mayor Forbes.  
The flag salute was led by Mayor Forbes.  
Mayor Forbes announced that the meeting was in compliance with the Sunshine Law.  
Council Persons present: Valianti, Rafferty, Brandley, and Lehman.

**RESOLUTION #41-15-LIQUOR LICENSE TRANSFER**-to approve the Liquor License Transfer of License 0426-33-008-002 to OMBG, LLC (Oaklyn Manor Bar and Grill).  
The foregoing Resolution was adopted by motion of Brandley, seconded by Lehman. Unanimous roll call vote.

Council discussed the 2015 Budget.  
Motion to open the meeting to the public by Rafferty and seconded by Brandley  
Gene Ferguson- 80 Manor-asked Councilwoman Valianti if she would be voting on matters involving her husband's construction company. Councilwoman Valianti declined comment.  
Being there was no further discussion, motion to close the meeting to the public by Rafferty and seconded by Brandley  
Being no further discussion, the meeting was adjourned by motion of Brandley seconded by Valianti.

Respectfully submitted,

Bonnie Taft, R.M.C

**BUDGET MEETING MINUTES**  
**January 21, 2015**

The Meeting was called to order by Mayor Forbes.  
The flag salute was led by Mayor Forbes.  
Mayor Forbes announced that the meeting was in compliance with the Sunshine Law.  
Council Persons present: Valianti, Rafferty, Aron, Davidson, and Lehman.

**RESOLUTION #42-15-SOCIAL AFFAIR PERMIT**-to approve a Social Affair Permit for the Oaklyn Fire Department for March 20, 2015  
The foregoing Resolution was adopted by motion of Davidson, seconded by Lehman. Unanimous roll call vote.

Council discussed the 2015 Budget.  
Motion to open the meeting to the public by Rafferty and seconded by Valianti.  
Being there was no discussion, motion to close the floor to the public by Aron and seconded by Davidson.  
Being no further discussion, the meeting was adjourned by motion of Lehman seconded by Valianti.

Respectfully submitted,

Bonnie Taft, R.M.C

**BUDGET MEETING MINUTES**  
**January 28, 2015**

The Meeting was called to order by Mayor Forbes.  
The flag salute was led by Mayor Forbes.  
Mayor Forbes announced that the meeting was in compliance with the Sunshine Law.  
Council Persons present: Valianti, Rafferty, Aron, Davidson Brandley, and Lehman.  
Council discussed the 2015 Budget.  
Motion to open the meeting to the public by Rafferty and seconded by Davidson.

Being there was no discussion, motion to close the floor to the public by Aron and seconded by Brandley  
Being no further discussion, the meeting was adjourned by motion of Aron seconded by Valianti.

Respectfully submitted,

Bonnie Taft, R.M.C

**CAUCUS MEETING MINUTES**  
**February 2, 2015**

The Meeting was called to order by Mayor Forbes.  
The flag salute was led by Mayor Forbes.  
Mayor Forbes announced that the meeting was in compliance with the Sunshine Law.  
Council Persons present: Rafferty, Aron, Valianti, Davidson, Brandley and Lehman.  
Greg Fusco from Key Engineer's gave the Engineer's Report and answered questions from Mayor and Council  
Motion to open the floor to the public by Lehman and seconded by Rafferty.  
Being there was no discussion, motion to close the floor to the public by Brandley and seconded by Lehman.

**RESOLUTION #43-15-FY2016 OMAYSK GRANT APPLICATION**-authorizing the 2016 OMAYSK Grant application.

The foregoing Resolution was adopted by motion of Davidson seconded by Brandley. Unanimous roll call vote.

Council went over the tentative agenda for the Council Meeting.  
Council Approved a Blue Light Permit for a member of the Fire Department  
Discussion was had as to Amending Chapter 104, Rental Properties. Currently rental properties register and are inspected every three years. Council discussed changing that to every year. Councilwoman Valianti is going to check with a few surrounding towns to see what they charge for yearly inspections  
Council went over fee schedule changes proposed by Construction Official Chris Mecca.  
Mayor Forbes gave a redevelopment update.  
Councilman Brandley made a motions to go into closed session for matters of personnel; seconded by Councilman Davidson.  
Councilman Brandley made a motion to come out of closed session; seconded by Councilman Davidson.  
Being no further discussion, the meeting was adjourned by motion of Aron seconded by Lehman.

Respectfully submitted,

Bonnie Taft, R.M.C

**BUDGET MEETING MINUTES**  
**February 4, 2015**

The Meeting was called to order by Mayor Forbes.  
The flag salute was led by Mayor Forbes.  
Mayor Forbes announced that the meeting was in compliance with the Sunshine Law.  
Council Persons present: Valianti, Rafferty, Davidson, Brandley, and Lehman.  
Council discussed the 2015 Budget.  
Motion to open the meeting to the public by Brandley and seconded by Davidson.  
Lou Monyous-103 Johnson Ave- Asked if there was any word on the school budget. Councilman Lehman responded that they are just beginning their budget process.  
Being there was no discussion, motion to close the floor to the public by Davidson and seconded by Brandley  
Motion to go into closed session made by Councilman Davidson, seconded by Councilman Brandley for matters of personnel.  
Motion to come out of closed session made by Councilman Brandely, seconded by Councilman Davidson.  
Being no further discussion, the meeting was adjourned by motion of Valianti seconded by Brandley.

Respectfully submitted,

Bonnie Taft, R.M.C.