

**Pennsauken Township Committee
Reorganization Agenda
January 6, 2023
Pennsauken Country Club @ 6:30 pm**

- A) Meeting will be called to order by Municipal Clerk
- B) Salute to the Flag and a Moment of Silence
- C) Announcement of Compliance with "Senator Byron M. Baer Open Public Meetings Act"

**Courier Post on December 23rd, 2022
The Retrospect on December 9th and 23rd, 2022**

- D) Consideration of / and Possible Actions on Any Request for Electronic participation During this Reorganization meeting none have been received in the office of the Clerk.

***** This meeting is being streamed live on YouTube.**

- E) General Acknowledgement of Dignitaries and/or VIPs in attendance. Remarks from outgoing Mayor Jessica Rafeh
- F) Certification of Election by Municipal Clerk, designating, **Nicole Roberts** as the successful candidates for the Office of Township Committee.

***** Announcement**

- G) Roll Call

Committeewoman Rafeh _____ Committeeman DiBattista _____ Committeeman Martinez _____ Committeeman Olivo _____

- H) **Municipal Clerk to announce – The floor is open for nominations of Mayor**

Nomination: _____ second: _____

Close floor to nominations: _____ second: _____

Municipal Clerk to announce the floor is officially closed for nominations

The Following Resolutions Will Be Considered and Adopted Individually (Public May Comment)

2023:01 Resolution Designating _____ as the Mayor of the Township of Pennsauken for 2023

Motion To Adopt: _____ **Second:** _____

Roll Call Vote:

Committeewoman Rafeh _____ Committeeman DiBattista _____ Committeeman Olivo _____ Committeeman Martinez _____

Swearing in of New Mayor - Oath of Office will be administered by Jack Killion, former Committeeman

Brief remarks from the New Mayor

Mayor to announce – the floor is open for nominations for Deputy Mayor

Nomination: _____ second: _____

Close floor to nominations: _____ **second:** _____

Mayor's announcement the floor is officially closed for nominations

2023:02 Resolution Designating _____ as Deputy Mayor of the Township of Pennsauken for 2023

Motion To Adopt: _____ **Second:** _____

Roll Call Vote:

Committeewoman _____ Committeeman _____ Committeeman _____ Committeeman _____
Rafeh _____ DiBattista _____ Martinez _____ Olivo _____

Swearing in of New Deputy Mayor - Oath of Office will be administered by Bill Orth, former Committeeman

Brief remarks from the New Deputy Mayor

Brief Remarks Director Public Safety – Committeeman Marco DiBattista

The Following Resolution Will Be Considered and Adopted Individually

2023:03 Appointing the Municipal Administrator (**Tim Killion**)

Motion To Adopt: _____ **Second:** _____

Roll Call Vote:

Committeewoman _____ Committeeman _____ Committeeman _____ Committeeman _____
Rafeh _____ DiBattista _____ Martinez _____ Olivo _____

The Following Resolutions 4 – 12 Will Be Considered and Adopted By Consent Agenda

2023:04 A Resolution of the Township of Pennsauken appointing a Municipal Attorney Pursuant to The Statute Established for the appointment of same Pursuant To N.J.S.A. 40A: 9-139 (**Parker McCay**)

2023:05 Resolution appointing the following Professionals to Pennsauken Township for the year 2023

Municipal Auditors (**Bowman & Company**)

Broker of Records for the Employee Benefit Program
(**Connor, Strong & Buckelew**)

Conflicts/Special Counsel for The Township of Pennsauken
(**Brown Connery and Timothy Higgins, Attorney at Law**)

Municipal Consulting Engineers (**T & M and Remington Vernick**)

Consulting Environmental Engineers
(**Remington Vernick and T & M**)

Insurance Brooker (**Connor Strong & Buckelew**)

Labor Counsel (**Brown & Connery**)

Municipal Bond Counsel (**Parker McCay**)

Rent Stabilization Attorney (**David Luthman**)

Township Physician (**Worknet**)

Workers Compensation Legal (**Capehart Scatchard**)

2023:06 A Resolution of the Township of Pennsauken providing for the Employment of A Chief Prosecutor for The Municipal Court in Accordance With N.J.S.A. 2B: 12-27 And N.J.S.A. 2B: 25-4(f)

Chief Prosecutor - **Timothy Higgins**

2023:07 A Resolution of The Township of Pennsauken providing for the employment of an Assistant Prosecutor for The Municipal Court in Accordance With N.J.S.A. 2B: 12-27 And N.J.S.A. 2B: 25-4(f)

Assistant Prosecutor – **Dave Luthman**

2023:08 A Resolution of The Township of Pennsauken providing for the employment of a Public Defender for The Municipal Court in accordance with N.J.S.A. 2B:24-3

Co-Public Defender - **Jason Sunkett**

2023:09 A Resolution of The Township of Pennsauken providing for the employment of An Assistant Public Defender for The Municipal Court in accordance with N.J.S.A. 2B:24 -3

Co-Public Defender – **Charles Wigginton**

2023:10 Authorizing the Township Administrator to Enter into a Professional Services Contract with the following:

Computer Network – I.T. Services. (**E3IT**)

Computer Network I.T. Services for the Pennsauken Police Department (**Ocean Computer Group, Inc.**)

Financial Advisor to the Township (**ACACIA**)

Professional Services of Extraordinary Unspecifiable Services Public Relations Consultant (**Frank Sinatra**)

Real Estate Broker for the Township **Linda Roher of Roher Realty**

2023:11 A Resolution of the Township of Pennsauken Authorizing an Extraordinary, Unspecifiable Service Contract for Animal Control Officer (**NJ Animal Control LLC**)

2023:12 A Resolution Appointing Municipal Humane Law Enforcement Officer(s) for the Township of Pennsauken, County of Camden, State of New Jersey (**NJ Animal Control, LLC and Sgt. Craig Adair**)

Motion To Adopt:_____ **Second:**_____

Roll Call Vote:

Committeewoman Committeeman Committeeman Committeeman
Rafeh _____ DiBattista _____ Martinez _____ Olivo _____

The Following Resolutions 13 - 20 Will Be Considered and Adopted By Consent Agenda

2023:13 Resolution Authorizing the Appointment of Senior Affairs Coordinators
(**Amy Schmalbach and Pamela Scott-Forman**)

2023:14 Resolution Authorizing the Appointment of a Tax Searcher(s)
(**Danielle Lippincott and Patricia Huerta**)

2023:15 Resolution Authorizing the Appointment of a Municipal Treasurer
(**Walt Nicgorski**)

2023:16 Appointing of a Qualified Purchasing Agent (**Elizabeth Peddicord**)

2023:17 Resolution of the Township of Pennsauken Reappointing a Court
Administrator (**Meagan Perez**)

Motion To Adopt:_____ **Second:**_____

Roll Call Vote:

Committeewoman Committeeman Committeeman Committeeman
Rafeh _____ DiBattista _____ Martinez _____ Olivo _____

The Following Resolutions 18 Will Be Considered and Adopted Individually

2023:18 Designating a Township Program Officer for the 2023 Safe Neighborhoods
Program (**Chief Phil Olivo**)

Motion To Adopt:_____ **Second:**_____

Roll Call Vote:

Committeewoman Committeeman Committeeman Committeeman
Rafeh _____ DiBattista _____ Martinez _____ Olivo _____

**The Following Resolutions 19 & 20 Will Be Considered and Adopted By Consent
Agenda**

2023:19 Designating a Recycling Coordinator (**Anthony Feriozzi**)

2023:20 Public Agency Compliance Officer (**Pamela Scott-Forman**)

Motion To Adopt:_____ **Second:**_____

Roll Call Vote:

Committeewoman Committeeman Committeeman Committeeman
Rafeh _____ DiBattista _____ Martinez _____ Olivo _____

**The Following Resolutions 21 – 24 Will Be Considered and Adopted By Consent
Agenda**

2023:21 Resolution Appointing **Jonathan B. Hutton** Fire Chief of the Pennsauken Fire
Department

2023:22 Resolution Authorizing the Appointment of a Deputy Chief to the Fire
Department (**William Hertline**)

2023:23 Resolution Authorizing the Appointment of a Fire Official of the Township of
Pennsauken for the year 2023 (**Daniel Kerr**)

2023:24 Resolution Appointing **Andrew Eichel** to the unexpired term as Emergency
Management Coordinator for the Township of Pennsauken

Motion To Adopt:_____ **Second:**_____

Roll Call Vote:

Committeewoman Committeeman Committeeman Committeeman
Rafeh _____ DiBattista _____ Martinez _____ Olivo _____

The Following Resolutions 25 - 37 Will Be Considered and Adopted By Consent Agenda

- 2023:25** Resolution Appointing a Member to the Library Board (**Bassma Jarbough**)
- 2023:26** Resolution Appointing **Diane Johnson** as a full member to the Library Board
- 2023:27** Resolution Appointing a Member to the Zoning Board of Adjustment of the Township of Pennsauken (**Darlene Hannah**)
- 2023:28** Resolution Appointing a full Member to the Zoning Board of Adjustment of the Township of Pennsauken (**Lysa Longo**)
- 2023:29** Resolution Removing Zoning Board Member for Lack of Meeting Attendance
- 2023:30** Resolution Appointing a Member to Fulfill the Unexpired Term to the Zoning Board of Adjustments of the Township of Pennsauken (**Giovanni Cirilli**)
- 2023:31** Resolution Appointing Alternate #1 Member to the Zoning Board of Adjustment of the Township of Pennsauken (**Susana Moroza**) to an unexpired term
- 2023:32** Resolution Appointing Alternate #2 Member to the Zoning Board of Adjustment of the Township of Pennsauken (**Alicia Gonzales**) to an unexpired term
- 2023:33** Resolution Appointing a Homeowner member to the Rent Stabilization Board (**Robin Fair**)
- 2023:34** Resolution Appointing an Alternate Homeowner member to the Rent Stabilization Board (**Shakir Ali**)
- 2023:35** Resolution Appointing a Landlord member to the Rent Stabilization Board (**Yennifer Diaz**)
- 2022:36** Resolution Appointing a Tenant member to the Rent Stabilization Board (**Donna Teti**)
- 2023:37** Appointing School Crossing Guards for the Year 2023 (**see resolution for list**)

Motion To Adopt: _____ **Second:** _____

Roll Call Vote:

Committeewoman Committeeman Committeeman Committeeman
Rafeh _____ DiBattista _____ Martinez _____ Olivo _____

The Following Resolutions 38 & 39 Will Be Considered and Adopted By Consent Agenda

- 2023:38** Resolution appointing **Gretchen Kimbrough**, RN to the Pennsauken Board of Health
- 2023:39** Resolution appointing **Township Clerk Pamela Scott-Forman** as Alternate member of the Pennsauken Township Board of Health

Motion To Adopt: _____ **Second:** _____

Roll Call Vote:

Committeewoman Committeeman Committeeman Committeeman

Rafeh _____ DiBattista ____ Martinez _____ Olivo _____

The Following Resolutions 40 – 45 Will Be Considered and Adopted By Consent Agenda

2023:40 Resolution Adopting Rules of the Township Committee for the year 2023

2023:41 Resolution Approving and Establishing Dates of the Township Committee Meetings for 2023

2023:42 Designating Official Newspapers The Retrospect and The Courier Post

2023:43 Authorizing the Twp. Administrator to Issue and Sign Checks in the Absence of the Township Clerk

2023:44 Authorizing the Township Administrator to Sign Checks in the Absence of the Chief Financial Officer

2022:45 Authorizing an Officer of the Municipal Court to Sign Checks
(Meagan Perez /Authorized Designee)

Motion To Adopt: _____ **Second:** _____

Roll Call Vote:

Committeewoman Committeeman Committeeman Committeeman
Rafeh _____ DiBattista ____ Martinez _____ Olivo _____

The Following Resolutions 46 & 47 Will Be Considered and Adopted By Consent Agenda

2023:46 Authorizing Payment of Petty Cash to the Department of Financial Administration

2023:47 Authorizing Payment of Petty Cash to the Department of Financial Administration (Mileage)

Motion To Adopt: _____ **Second:** _____

Roll Call Vote:

Committeewoman Committeeman Committeeman Committeeman
Rafeh _____ DiBattista ____ Martinez _____ Olivo _____

The Following Resolutions 48 & 49 Will Be Considered and Adopted Individually

2023:48 Authorizing Payment of Petty Cash to the Pennsauken Police Department

Motion To Adopt: _____ **Second:** _____

Roll Call Vote:

Committeewoman Committeeman Committeeman Committeeman
Rafeh _____ DiBattista ____ Martinez _____ Olivo _____

2023:49 Authorizing Payment of Petty Cash to the Pennsauken Police Department (Detective Division)

Motion To Adopt: _____ **Second:** _____

Roll Call Vote:

Committeewoman Committeeman Committeeman Committeeman
Rafeh _____ DiBattista ____ Martinez _____ Olivo _____

The Following Resolutions 50 & 54 Will Be Considered and Adopted By Consent Agenda

2023:50 Authorizing Payment of Petty Cash to the Pennsauken Fire Department

2023:51 Authorizing Payment of Petty Cash to the Pennsauken Country Club

2023:52 Establishing a Cash Management Plan and Designating Depositories and Signatories

Republic Bank
PNC Bank
New Jersey Cash Management
Investor's Bank
Ocean First Bank

2023:53 Designating the Depository for Funds of Payroll Account (Republic Bank)

2023:54 Fixing Amounts on Bonds for Certain Officers and Employees

Motion To Adopt:_____ **Second:**_____

Roll Call Vote:

Committeewoman Committeeman Committeeman Committeeman
Rafeh _____ DiBattista _____ Martinez _____ Olivo _____

The Following Resolutions 55 – 66 Will Be Considered and Adopted By Consent Agenda

2023:55 Authorizing Assessor, Deputy Assessor or Assessor's Attorney to File and/or Sign Appeals

2023:56 Fixing the Rate of Interest to be Charged on Delinquent Taxes

2023:57 Authorizing the Tax Collector to Sign Tax Office Checks and Authorizing the Township Administrator to Sign Tax Office Checks in Her Absence

2023:58 Authorizing Cancellation of Property Taxes Under New Jersey Statute 40A:5-17.1

2023:59 A Resolution Authorizing 2023 Electronic Tax Sale

2023:60 A Resolution Authorizing a Fee for Mailing Tax Sale Notices

2023:61 A Resolution Authorizing Issuance of Duplicate Tax Sale Certificate(s)

2023:62 A Resolution Authorizing Service Charge on Returned Check for Insufficient Funds

2023:63 Resolution Authorizing the Tax Collector to Cancel Small Balances

2023:64 Authorizing Execution of Grant and Loan Agreement for Master Authorization (Authorizes Administrator to file for NJ and Federal grants/loans)

2023:65 Authorizing the Administrator to Execute Mortgage Documents

2023:66 Authorizing Refund of Overpayments of Emergency Medical Services Fees

Motion To Adopt:_____ **Second:**_____

Roll Call Vote:

Committeewoman Committeeman Committeeman Committeeman
Rafeh _____ DiBattista _____ Martinez _____ Olivo _____

The Following Resolutions Will Be Considered and Adopted Individually

2023:67 Resolution Authorizing Temporary Appropriations Pending Final Adoption of the 2023 Budget

Motion To Adopt:_____ **Second:**_____

Roll Call Vote:

Committeewoman Committeeman Committeeman Committeeman
Rafeh _____ DiBattista _____ Martinez _____ Olivo _____

2023:68 Resolution approving the renewal and reactivation of liquor license number 0427-33-001-006 Thuy H. Do T/A Thai Son Vietnamese Restaurant.

Motion To Adopt:_____ **Second:**_____

Roll Call Vote:

Committeewoman Committeeman Deputy Mayor Mayor
Rafeh _____ DiBattista _____ Olivo _____ Martinez _____

2023:69 Resolution Granting Renewal and Reactivation of Liquor License 0427-33-001-007 Thai Son Vietnamese Restaurant in the year 2022-2023

Motion To Adopt:_____ **Second:**_____

Roll Call Vote:

Committeewoman Committeeman Committeeman Committeeman
Rafeh _____ DiBattista _____ Martinez _____ Olivo _____

2023:70 Resolution Approving the Revised Bill Payment Process for the Township of Committee of the Township of Pennsauken

Motion To Adopt:_____ **Second:**_____

Roll Call Vote:

Committeewoman Committeeman Committeeman Committeeman
Rafeh _____ DiBattista _____ Martinez _____ Olivo _____

I) ORDINANCE(s) - ORDINANCES ON FIRST READING (No public comment)-NONE

2023:01 An Ordinance Amending Chapter 31 Emergency Medical Services, Department And Amending Section 31-8 Fees For Emergency Medical Services And Adding Section 31-9 Violations For Abuse Of Municipal Basic Life Support Services

Motion To Adopt:_____ **Second:**_____

Roll Call Vote:

Committeewoman Committeeman Committeeman Committeeman
Rafeh _____ DiBattista _____ Martinez _____ Olivo _____

The Following are Mayoral Appointments to various Board and Commissions.

Mayor Appointments 2023

Ana Matos as Deputy Clerk to the Township of Pennsauken

Shakir Ali as Class I Member Mayor’s Liaison to the Planning Board of the Township of Pennsauken

Bill Lunemann as Class II Member to the Planning Board of the Township of Pennsauken

Deputy Mayor Olivo as Class III Member to the Planning Board of the Township of Pennsauken

Sue Kofet Environmental Commission 3-year term

Chad Holiday Environmental Commission Chair 1-year term

Chad Holiday Environmental Commission 3-year term

Rachael Shugars Environmental Commission Second Alternate 2-year term

Elwood Martz Shade Tree Commission 5-year term

Chad Holiday Shade Tree Commission Second Alternate 1 year term

J) Mayor and Township Committee's Department Responsibilities

K) Public Comment

L) Adjournment

Motion To Adjourn: _____ **Second:**_____

All in Favor Yea:_____ **Nay:**_____

TIME: