

TOWNSHIP OF MONROE
RE-ORGANIZATION MEETING - JANUARY 3, 2018

AGENDA

1. Call to Order by Township Clerk, Patricia Reid.
2. Salute to the Flag.
3. “Star Spangled Banner” sung by Samantha Rasimowicz.
4. Certification of Election Results given by the Township Clerk.
5. Oath of Office to be administered to:
 - Miriam Cohen, Councilwoman-at-Large
 - Elizabeth Schneider, Councilwoman Ward 1
 - Leonard Baskin, Councilman Ward 2
 - Charles Dipierro, Councilman Ward 3
6. Mayor and Council remarks.
7. **ROLL CALL:**
Councilman Leonard Baskin
Councilwoman Miriam Cohen
Councilman Stephen Dalina
Councilman Charles Dipierro
Councilwoman Elizabeth Schneider
8. Patricia Reid, Township Clerk requests Christine Robbins, Deputy Township Clerk to read the **SUNSHINE LAW** into the record:

In accordance with the Open Public Meetings Act, it is hereby announced and shall be entered into the Minutes of this meeting that adequate notice has been provided by the following:

1. Posted on the Bulletin Boards within the Municipal Building on December 29, 2017 and remains posted at that location for public inspection;
 2. Printed in the **HOME NEWS TRIBUNE** and **CRANBURY PRESS** on December 29, 2017;
 3. Posted on the Monroe Township website; and
 4. Sent to those individuals who have requested personal notice.
9. **NOMINATIONS** for the position of **COUNCIL PRESIDENT** for a two (2) year term:

NOMINATION OF: _____ NOMINATION OF: _____
NOMINATION BY: _____ NOMINATION BY: _____
SECONDED BY: _____ SECONDED BY: _____

If no further Nominations, Motion to Close the Nominations.

MOTION: _____

SECOND: _____

ROLL CALL: Ayes _____ Nays _____

ROLL CALL on the Nominations for the position of **Council President**:

ROLL CALL: Ayes _____ Nays _____

10. **NOMINATIONS** for the position of **COUNCIL VICE-PRESIDENT** for a two (2) year term:

NOMINATION OF: _____ NOMINATION OF: _____

NOMINATION BY: _____ NOMINATION BY: _____

SECONDED BY: _____ SECONDED BY: _____

If no further Nominations, Motion to Close the Nominations.

MOTION: _____

SECOND: _____

ROLL CALL: Ayes _____ Nays _____

ROLL CALL on the Nominations for the position of **Council Vice President**:

ROLL CALL: Ayes _____ Nays _____

11. **CONSIDERATION** of the following **RESOLUTIONS** under the **CONSENT AGENDA**:

R-1-2018-001 RESOLUTION APPOINTING COUNCIL PRESIDENT.

R-1-2018-002 RESOLUTION APPOINTING COUNCIL VICE-PRESIDENT.

MOTION: _____

SECOND: _____

ROLL CALL: Ayes _____ Nays _____

12. **OATH OF OFFICE** administered to **Council President** and **Council Vice-President**.

13. Meeting is officially turned over to the **Council President**.

14. **REORGANIZATION RESOLUTIONS** for consideration under the **CONSENT AGENDA**:

R-1-2018-003 RESOLUTION DESIGNATING THE SCHEDULE OF PUBLIC MEETINGS OF THE TOWNSHIP COUNCIL FOR THE YEAR 2018.

R-1-2018-004 RESOLUTION DESIGNATING OFFICIAL TOWNSHIP NEWSPAPERS FOR CALENDAR YEAR 2018.

R-1-2018-005 RESOLUTION APPROVING THE 2018 CASH MANAGEMENT PLAN.

R-1-2018-006 RESOLUTION AUTHORIZING 2018 TEMPORARY BUDGET APPROPRIATIONS.

MOTION: _____

SECOND: _____

ROLL CALL: Ayes _____ Nays _____

15. Public Portion. 5-minute time limit.

16. **MOTION** to **ADJOURN**. TIME: _____

MOTION: _____

SECOND: _____

ROLL CALL: Ayes _____ Nays _____

The Mayor and Council wish to invite everyone to join them with light refreshments.

COUNCIL OF THE TOWNSHIP OF MONROE
MINUTES
RE-ORGANIZATION MEETING - JANUARY 3, 2018

The Council of the Township of Monroe met in the Senior Center, 12 Halsey Reed Road, for the Reorganization Meeting.

The Reorganization Meeting was Called to Order at 7:00 p.m. by Township Clerk Patricia Reid with a Salute to the Flag.

Township Clerk Patricia Reid introduced Samantha Rasimowicz who sang the “Star Spangled Banner”.

Township Clerk Patricia Reid read the results from the November 7, 2017 General Election and administered the Oath of Office to Councilwoman-at-Large Miriam Cohen, Councilwoman Ward 1 Elizabeth Schneider, Councilman Ward 2 Leonard Baskin and Councilman Ward 3 Charles Dipierro; the Mayor and Council congratulated all stating that they are all very honored and privileged to be working together.

Councilwoman Cohen, Councilwoman Schneider, Councilman Baskin and Councilman Dipierro thanked their friends and family for coming out and thanked the Mayor and Council for their continued support as they all look forward to moving Monroe Township forward.

UPON ROLL CALL by the Township Clerk, Patricia Reid, the following members of Council were present: Councilman Leonard Baskin, Councilwoman Miriam Cohen, Councilman Stephen Dalina, Councilman Charles Dipierro and Councilwoman Elizabeth Schneider.

ALSO PRESENT: Mayor Gerald W. Tamburro, Business Administrator Alan Weinberg, Township Attorney Joel L. Shain and Deputy Township Clerk Christine Robbins.

There were approximately seventy-five (75) members of the Public present in the audience.

Township Clerk Patricia Reid requested Deputy Township Clerk Christine Robbins to read the following **SUNSHINE LAW** into the record:

In accordance with the Open Public Meetings Act, it is hereby announced and shall be entered into the Minutes of this meeting that adequate notice has been provided by the following:

1. Posted on the Bulletin Boards within the Municipal Building on December 29, 2017 and remains posted at that location for public inspection;
2. Printed in the **HOME NEWS TRIBUNE and the CRANBURY PRESS** on December 29, 2017;
3. Posted on the Monroe Township website; and
4. Sent to those individuals who have requested personal notice.

The Township Clerk announced Nominations were in order for the position of **COUNCIL PRESIDENT** to serve for a term of two (2) years.

Councilwoman Schneider nominated Councilman Dalina to serve as Council President for a two (2) year term, Seconded by Councilman Baskin.

The Township Clerk asked if there were any further Nominations, and there being none, she requested a Motion to close the Nominations.

UPON MOTION made by Councilwoman Schneider and seconded by Councilman Dipierro, the **NOMINATIONS** for the position of **COUNCIL PRESIDENT** were closed and a Roll Call Vote was taken on the Nomination of Stephen Dalina to serve as Council President.

ROLL CALL: Councilman Leonard Baskin	Aye
Councilwoman Miriam Cohen	Aye
Councilman Charles Dipierro	Aye
Councilwoman Elizabeth Schneider	Aye
Councilman Stephen Dalina	Aye

The Township Clerk announced Nominations were in order for the position of **COUNCIL VICE-PRESIDENT** to serve for a term of two (2) years.

Councilwoman Cohen Nominated Councilwoman Schneider to serve as Council Vice-President for a two (2) year term, Seconded by Councilman Baskin.

The Township Clerk asked if there were any further Nominations, there being none, she requested a Motion to Close the Nominations.

UPON MOTION made by Councilwoman Cohen and seconded by Councilman Dipierro, the **NOMINATION** for the position of **COUNCIL VICE-PRESIDENT** was closed and a Roll Call Vote was taken on the Nomination of Elizabeth Schneider to serve as Council Vice-President.

ROLL CALL: Councilman Leonard Baskin	Aye
Councilwoman Miriam Cohen	Aye
Councilman Charles Dipierro	Aye
Councilwoman Elizabeth Schneider	Aye
Councilman Stephen Dalina	Aye

UPON MOTION made by Councilwoman Cohen and seconded by Councilwoman Schneider, the following entitled **RESOLUTIONS** of **APPOINTMENT** were adopted as herein below set forth:

RESOLUTIONS as follows:

R-1-2018-001 RESOLUTION APPOINTING COUNCIL PRESIDENT.

WHEREAS, the Township Council, pursuant to Article II of the Code of the Township of Monroe, County of Middlesex, State of New Jersey, elects a President of the Council from among its members to serve for a term of two (2) years or until the election and qualification of a successor;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Monroe in the County of Middlesex and State of New Jersey that **Councilman Stephen Dalina** is hereby elected as President of the Council of the Township of Monroe, Middlesex County, New Jersey and shall serve for a term of two (2) years or until the election and qualification of a successor.

R-1-2018-002 RESOLUTION APPOINTING COUNCIL VICE-PRESIDENT.

WHEREAS, the Township Council, pursuant to Article II of the Code of the Township of Monroe, County of Middlesex, State of New Jersey, elects a Vice President of the Council from among its members to serve for a term of two (2) years or until the election and qualification of a successor;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Monroe in the County of Middlesex and State of New Jersey that **Councilwoman Elizabeth Schneider** is hereby elected as Vice President of the Council of the Township of Monroe, Middlesex County, New Jersey and shall serve for a term of two (2) years or until the election and qualification of a successor.

ROLL CALL: Councilman Leonard Baskin	Aye
Councilwoman Miriam Cohen	Aye
Councilman Michael Leibowitz	Aye
Council Vice-President Elizabeth Schneider	Aye
Council President Stephen Dalina	Aye

The Township Clerk administered **OATHS OF OFFICE** to Councilman Dalina to serve as Council President for a term of two (2) years and to Councilwoman Schneider to serve as Council Vice-President for a term of two (2) years.

The Township Clerk officially turned the meeting over to Council President Stephen Dalina.

Remarks were made by Council President Dalina, Council Vice-President Schneider and Mayor Tamburro.

RESOLUTIONS for CONSIDERATION under the CONSENT AGENDA:

UPON MOTION made by Councilwoman Cohen and seconded by Council Vice-President Schneider, the following Resolutions were moved for Adoption under the **CONSENT AGENDA:**

R-1-2018-003 RESOLUTION DESIGNATING THE SCHEDULE OF PUBLIC MEETINGS OF THE TOWNSHIP COUNCIL FOR THE YEAR 2018.

BE IT RESOLVED by the Township Council of the Township of Monroe, in the County of Middlesex, State of New Jersey that during the year 2018 the meetings of the Township Council will be held each month at **7:00 p.m.** in the Monroe Township Municipal Building, 1 Municipal Plaza, Monroe Twp., New Jersey, as provided in the **2018 COUNCIL MEETING SCHEDULE**, attached hereto and made a part hereof.

SO RESOLVED, as aforesaid.

R-1-2018-004 RESOLUTION DESIGNATING OFFICIAL TOWNSHIP NEWSPAPERS FOR CALENDAR YEAR 2018.

BE IT RESOLVED by the Township Council of the Township of Monroe, in the County of Middlesex, State of New Jersey, that the **HOME NEWS, CRANBURY PRESS** and **STAR LEDGER** be and the same are hereby designated as the official newspapers of the Township of Monroe for Year 2018; and

BE IT FURTHER RESOLVED that the Bulletin Boards within the Municipal Building, 1 Municipal Plaza, Monroe Township, NJ are hereby designated as the place where **ALL** official notices are to be posted.

SO RESOLVED, as aforesaid.

R-1-2018-005 RESOLUTION APPROVING THE 2018 CASH MANAGEMENT PLAN.

WHEREAS, P.L. 1983, Chapter 8, Local Fiscal Affairs Law; N.J.S.A. 40A:5-2 has been amended to require that each municipality designate a Cash Management Plan for the deposit of each local unit's monies;

NOW, THEREFORE, BE IT RESOLVED that the 2018 Cash Management Plan, copy attached hereto and made a part hereof, be and is hereby adopted.

SO RESOLVED, as aforesaid.

R-1-2018-006 RESOLUTION AUTHORIZING 2018 TEMPORARY BUDGET APPROPRIATIONS.

WHEREAS, <u>N.J.S.A.</u> 40A:4-19 provides that where any contract commitment or payments are to be made prior to the final adoption of the 2018 Budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and							
WHEREAS, total appropriations in the 2017 budget, exclusive of appropriations made for interest, debt redemption charges, and Capital Improvement Fund is the sum of \$64,476,322.66; and							
WHEREAS, 26.25% of the total appropriations in the 2017 budget, exclusive of appropriations made for interest, debt redemption charges and Capital Improvement Fund is the sum of \$16,925,034.72;							
NOW, THEREFORE, BE IT RESOLVED the following appropriations shall be made and that a certified copy of this Resolution be transmitted to the Chief Financial Officer for processing:							
						TEMPORARY	
						APPROPRIATION	
ACCOUNT NAME						AMOUNT	
GENERAL GOVERNMENT:							
<u>Mayor</u>							
Salaries & Wages						\$ 5,000.00	
Other Expenses						\$ 3,000.00	
<u>Council</u>							
Salaries & Wages						\$ 9,000.00	
Other Expenses						\$ 4,800.00	
<u>Township Clerk</u>							
Salaries & Wages						\$ 100,000.00	
Other Expenses						\$ 20,000.00	
<u>Elections</u>							
Salaries & Wages						\$ 4,500.00	
Other Expenses						\$ 6,000.00	
ADMINISTRATION AND FINANCE:							
<u>Administration</u>							
Salaries & Wages						\$ 105,000.00	
Other Expenses						\$ 20,000.00	
<u>Human Resources</u>							
Salaries & Wages						\$ 40,000.00	
Other Expenses						\$ 20,000.00	
<u>Transportation</u>							
Salaries & Wages						\$ 130,000.00	
Other Expenses						\$ 30,000.00	
<u>Citizens Review Board</u>							
Salaries & Wages						\$ 500.00	

<u>Insurance</u>							
General Liability						\$	240,000.00
Workers Compensation						\$	134,000.00
Group Health						\$	2,425,000.00
Group Health-Broker						\$	40,000.00
Health Waiver						\$	40,000.00
<u>Public Information and Public Advocate</u>							
Salaries & Wages						\$	25,000.00
Other Expenses						\$	15,000.00
<u>Recreation</u>							
Salaries & Wages						\$	240,000.00
Other Expenses						\$	65,000.00
<u>Human Relations</u>							
Salaries & Wages						\$	1,200.00
Other Expenses						\$	500.00
<u>Parks</u>							
Salaries & Wages						\$	60,000.00
Other Expenses						\$	15,000.00
<u>Finance</u>							
Salaries & Wages						\$	130,000.00
Annual Audit						\$	39,000.00
Data Processing						\$	20,000.00
Other Expenses						\$	6,000.00
<u>Tax Collector</u>							
Salaries & Wages						\$	85,000.00
Tax Sale Cost						\$	500.00
Other Expenses						\$	7,000.00
<u>Tax Assessor</u>							
Salaries & Wages						\$	110,000.00
Other Expenses						\$	45,000.00
<u>Ambulance Service</u>							
Salaries & Wages						\$	420,000.00
Other Expenses						\$	15,000.00
<u>Police Department</u>							
Salaries & Wages						\$	2,300,000.00
Other Expenses						\$	150,000.00
<u>Police Department-911</u>							
Salaries & Wages						\$	240,000.00
Other Expenses						\$	5,000.00
<u>Emergency Mgt.</u>							
Salaries & Wages						\$	25,000.00
Other Expenses						\$	7,000.00

DEPARTMENT OF ENGINEERING:					
<u>Township Engineer</u>					
Salaries & Wages					\$ 20,000.00
Maintenance of Tax Maps					\$ 61,200.00
Other Expenses					\$ 200,000.00
DEPARTMENT OF PUBLIC WORKS:					
<u>Streets and Roads</u>					
Salaries & Wages					\$ 500,000.00
Other Expenses					\$ 100,000.00
<u>Vehicle Maintenance</u>					
Salaries & Wages					\$ 65,000.00
Other Expenses					\$ 120,000.00
<u>Solid Waste and Recycling</u>					
Other Expenses					\$ 8,000.00
<u>Landfill</u>					
Other Expenses					\$ 55,000.00
<u>Building and Grounds</u>					
Salaries & Wages					\$ 125,000.00
Other Expenses					\$ 250,000.00
<u>Community Services Act</u>					
Other Expenses					\$ 210,000.00
DEPARTMENT OF LAW:					
<u>Department of Law:</u>					
Salaries & Wages					\$ 10,000.00
Other Expenses					\$ 300,000.00
<u>Municipal Prosecutor</u>					
Salaries & Wages					\$ 17,000.00
Other Expenses					\$ 100.00
DEPARTMENT OF HEALTH AND WELFARE:					
<u>Division of Health Contr.</u>					
Other Expenses					\$ 90,000.00
<u>Animal Control</u>					
Salaries & Wages					\$ 45,000.00
Other Expenses					\$ 5,000.00
OTHER TOWNSHIP AGENCIES:					
<u>Zoning Board</u>					
Salaries & Wages					\$ 30,000.00
Other Expenses					\$ 4,500.00
<u>Planning Board</u>					
Salaries & Wages					\$ 2,800.00
Other Expenses					\$ 40,000.00
<u>Division of Planning</u>					
Salaries & Wages					\$ 90,000.00
Other Expenses					\$ 9,000.00

Subtotal						\$	6,225,000.00	
			TOTAL BUDGET			\$	22,726,379.00	

ROLL CALL: Councilman Leonard Baskin Aye
 Councilwoman Miriam Cohen Aye
 Councilman Michael Leibowitz Aye
 Council Vice-President Elizabeth Schneider Aye
 Council President Stephen Dalina Aye

Copy of Resolutions Duly Filed.

Public:

Prakash Parab, 33 Dayna Dr. – Mr. Parab congratulated all of the Councilmembers.

H asked that the Council continue to keep going Green, and move forward with keeping the Township 50% preserved land and farms.

He requested to widen the bottlenecks within roadways throughout he Township so it is easier to get out.

Pleaded with Council to reduce the housing growth as the schools are getting overcrowded.

Extended his appreciation that the taxes have been kept flat over the last few years.

Asked that the Mayor and Council to keep Monroe Township drug free, as he is concerned with the legalization of marijuana and wants it to be kept out of the Township.

Patrick Valvano, 192 Diamond Spring Dr. – Mr. Valvano commented that recently Point Pleasant has banned all marijuana from their town and suggested that this is what Monroe Township should do as well.

UPON MOTION made by Council Vice-President Schneider and seconded by Councilman Dipierro, the Reorganization Meeting was Adjourned at 7:40pm.

ROLL CALL: Councilman Leonard Baskin Aye
 Councilwoman Miriam Cohen Aye
 Councilman Michael Leibowitz Aye
 Council Vice-President Elizabeth Schneider Aye
 Council President Stephen Dalina Aye

Patricia Reid

 PATRICIA REID, Township Clerk

Stephen Dalina

 STEPHEN DALINA, Council President

Minutes were adopted on: February 5, 2018.