

**TOWNSHIP OF WARREN
TOWNSHIP COMMITTEE RE-ORGANIZATION MEETING MINUTES
JANUARY 5, 2017**

At 7:03 P.M. Clerk Reese opened the meeting and read the following:

In compliance with the Open Public Meetings Act of New Jersey, adequate notice of this meeting was provided on December 15, 2016 by sending written notices to the Echoes Sentinel and Courier News, posting on the Bulletin Board in the Municipal Building and filing with the Township Clerk.

This meeting is to be taped for broadcast on the Access Channel and everyone is required to comply with the policies and procedures governing access programming for the Access Channel. No mention of political affiliation or political advertising shall take place at this meeting or it will be deleted from any rebroadcast of the meeting.

Clerk Reese introduced Former Governor Donald DiFrancesco to administer the Oath of Office to re-elected Township Committeewoman CAROLANN GARAFOLA.

ROLL CALL – Committeeman Lazo, Committeeman Marion, Committeeman DiNardo, and Committeewoman Garafola were present. Committeeman Sordillo was absent. For the record, also present were Township Atty. Jeffrey Lehrer, Township Administrator Mark Krane and Township Clerk Cathy Reese

Committeewoman Garafola introduced Rabbi Randi Musnitsky from Temple Har Shalom for the Invocation.

Committeewoman Garafola introduced Boy Scout Troop 228 for the Flag Salute.

**NOMINATION OF MAYOR AND THE CHAIRPERSON OF THE
TOWNSHIP COMMITTEE:**

Committeeman Lazo nominated Committeewoman Garafola for Mayor of 2017. As there were no further nominations for Mayor, the nominations were closed. Committeeman Lazo made a motion seconded by Committeeman Marion to appoint Committeewoman Garafola as Mayor for 2017. Roll call: All in favor with Comm. Sordillo absent.

**NOMINATION OF DEPUTY MAYOR AND THE VICE CHAIRPERSON OF THE
TOWNSHIP COMMITTEE**

Mayor Garafola nominated Committeeman Victor Sordillo for Deputy Mayor of 2017. As there were no further nominations for Deputy Mayor, the nominations were closed. Mayor Garafola made a motion seconded by Committeeman DiNardo to appoint Committeeman Sordillo as Deputy Mayor for 2017. Roll call: All in favor with Comm. Sordillo absent.

REMARKS:

Visiting Dignitaries – Senator Kean, Assemblyman Bramnick and Assemblywoman Munoz, Freeholders Walsh and Levine and County Clerk Brett Radi were in

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attendance. All wished the Township a prosperous and healthy 2017. Freeholder Walsh referred to Warren Township as the “Jewel of Somerset County”. Also in attendance were former Mayors of Warren Township, Suzie Boyce, Malcom Plager and John Foley.

Mayor Garafola made the following Mayor’s Appointments

Board of Health:

to December 31, 2017 - George K. Lazo

Library Board

to December 31, 2017 – Mally Becker, Mayor’s Designee

OFFICE OF EMERGENCY MANAGEMENT APPOINTMENTS:

Deputy Coordinators to December 31, 2017

Victor J. Sordillo

T. (Todd) Heston Allocco

Police Lt. Eric Yaccarino

Members – to December 31, 2017

Mayor – Carolann Garafola

Public Information/Resource Management – Mark M. Krane

Alert, Warning & Communications – David Deitz

Community Member at Large – Andy Logan

Damage Assessments – Jeffrey Heiss

Emergency Medical Services – Rescue Squad Chief Paul Rapps

Emergency Operations Center – Yee Jao

Evacuations – Andy Martin

Fire/Rescue/Hazardous Materials – Fire Chief Mark Russo

Law Enforcement/Terrorism Incidents/Weapons of Mass

Destruction Appendix – Police Chief William E. Keane

Legal Representation – Jeffrey Lehrer

Mitigation Officer – Christian Kastrud

Private Sector Representative – Robert Morrison

Public Health Director/Radiological Protection – Health Officer Kevin Sumner

Public Works Director – Doug Buro

Shelter Services – Lisa Carracino

Social Services – Lynn Nakashian

Planning Board Appointments:

Class I – Mayor Carolann Garafola – to December 31, 2017

Class II – John Lindner – to December 31, 2017

Class IV – Sal DiBianca – to December 31, 2020

Alternate #1 – Michael Scuderi - to December 31, 2018

Alternate #2 – David Pasi – to December 31, 2017

Somerset County Community Development Grant Committee:

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Clerk Reese issued the OATH OF OFFICE to the APPOINTEES in Attendance.

CONSENT AGENDA RESOLUTIONS:

Resolutions No. 2017-09 through No. 2017-35 were submitted to the Township Committee for review and may be adopted by one motion. These resolutions are listed on the agenda for review and a complete copy made available in the Township Clerk's office.

Committeeman Lazo made a Motion to adopt Resolutions 2 No. 017-09 through No. 2017-35, seconded by Committeeman Marion. Roll call: All in favor with Comm. Sordillo absent.

- 2017-09 AUTHORIZING RE-ESTABLISHMENT OF PETTY CASH FUNDS AND CUSTODIANS
- 2017-10 DESIGNATING DEPOSITORIES FOR MONIES
- 2017-11 ADOPTING CASH MANAGEMENT PLAN
- 2017-12 AUTHORIZING TAX COLLECTOR TO CANCEL DELINQUENT PAYMENTS AND OVERPAYMENTS
- 2017-13 AUTHORIZING TAX COLLECTOR TO USE ROOM NO. 1 IN MUNICIPAL BUILDING TO CONDUCT BUSINESS
- 2017-14 ESTABLISHING PENALTY FOR DELINQUENT TAXES IN EXCESS OF \$10,000
- 2017-15 AUTHORIZING THE MAYOR AND TOWNSHIP CLERK TO SIGN TAX SALE CERTIFICATE CANCELLATIONS
- 2017-16 AUTHORIZING GOVERNING BODY TO MODIFY RATE OF INTEREST ON DELINQUENT TAXES
- 2017-17 AUTHORIZING THE MAYOR AND TOWNSHIP CLERK TO EXECUTE DEVELOPER'S AGREEMENTS
- 2017-18 ESTABLISHING 2017 HOLIDAY SCHEDULE
- 2017-19 DESIGNATING OFFICIAL NEWSPAPERS
- 2017-20 AUTHORIZING PURCHASING AGENT TO DELEGATE THE AUTHORITY TO EXECUTE PURCHASE ORDERS
- 2017-21 DESIGNATING MARK M. KRANE AS THE PUBLIC AGENCY COMPLIANCE OFFICER FOR EQUAL EMPLOYMENT OPPORTUNITY CONTRACT REQUIREMENTS

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- 2017-22 AUTHORIZING SPECIAL TAX APPEAL ATTORNEY TO EXECUTE PETITIONS OF APPEAL AND SETTLEMENTS BEFORE THE COUNTY BOARD OF TAXATION
- 2017-23 APPOINTING BALKEN RISK MANAGEMENT SERVICES LLC AS RISK MANAGEMENT CONSULTANT
- 2017-24 APPOINTING 2017 WARREN TOWNSHIP UTILITY ADVISORY COMMITTEE MEMBERS
- 2017-25 APPOINTING 2017 WARREN TOWNSHIP GREEN TEAM MEMBERS
- 2017-26 AUTHORIZING THE TOWNSHIP ADMINISTRATOR TO APPROVE PAYMENT OF CERTAIN BILLS BETWEEN MEETINGS
- 2017-27 AUTHORIZING WARREN TOWNSHIP FIRE DEPARTMENT TO EXECUTE HOLD HARMLESS AND INDEMNIFICATION AGREEMENTS WITH FIREFIGHTERS FOR TRAINING PURPOSES AT THE SOMERSET, HUNTERDON AND MORRIS COUNTY EMERGENCY SERVICES TRAINING ACADEMY
- 2017-28 AUTHORIZING THE TOWNSHIP TO PARTICIPATE IN THE VOLUNTEER TUITION CREDIT PROGRAM
- 2017-29 APPOINTING DEPUTY RECORDS CUSTODIANS
- 2017-30 AUTHORIZING 2017 TEMPORARY BUDGET
- 2017-31 APPOINTING KAREN DENAVE AS CHIEF FINANCIAL OFFICER
- 2017-32 APPOINTING KEVIN FLEMING ACTING ELECTRICAL SUBCODE OFFICIAL
- 2017-33 APPOINTING KEVIN FLEMING ELECTRICAL SUBCODE OFFICIAL FOR A FOUR YEAR TERM
- 2017-34 AUTHORIZING THE TERMINATION AND DISBANDING OF THE BUSINESS DEVELOPMENT COMMITTEE
- 2017-35 AUTHORIZING SALARIES FOR TOWNSHIP EMPLOYEES

OATH OF OFFICE was issued to Karen DeNave, newly appointed CFO.

MINUTES:

Committeeman DiNardo made a motion to approve the Regular and Executive Session Minutes for December 8, 2016. Seconded by Committeeman Marion. Roll call: All in favor with Comm. Sordillo absent.

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BILLS

RESOLUTION NO. 2017-36 PAYMENT OF BILLS

Committeeman Marion made a motion to adopt Resolution 2017-36 to pay the bills, seconded by Committeeman Lazo. Roll call: All in favor with Comm. Sordillo absent.

RESOLUTIONS:

2017-37 AUTHORIZING SUBMISSION OF WATCHUNG HILLS
MUNICIPAL ALLIANCE GRANT FUNDING THROUGH MORRIS
COUNTY FOR FISCAL YEAR PERIOD JULY 1, 2017 –
JUNE 30, 2018

Committeeman Lazo made a Motion, seconded by Committeeman DiNardo to adopt Resolution 2017-37. Roll call: All in favor with Comm. Sordillo absent.

2017-38 AUTHORIZING SUBMISSION OF WATCHUNG HILLS
MUNICIPAL ALLIANCE GRANT FUNDING THROUGH SOMERSET
COUNTY FOR FISCAL YEAR PERIOD JULY 1, 2017 –
JUNE 30, 2018

Committeeman Lazo made a Motion, seconded by Committeeman DiNardo to adopt Resolution 2017-37. Roll call: All in favor with Comm. Sordillo absent.

PRIVILEGE OF THE FLOOR

As there were no comments from the audience, Mayor Garafola requested a motion to adjourn

ADJOURN

Committeeman DiNardo made a motion seconded by Committeeman Lazo to adjourn. Voice vote: All in favor. The meeting adjourned at 7:45 PM.

Respectfully submitted,

Cathy Reese, RMC, CMR
Township Clerk

APPROVED: JANUARY 26, 2017