

**2012 REORGANIZATION MEETING MINUTES
FOR THE MAYOR AND COUNCIL MEETING,
BOROUGH OF HOPATCONG,
HELD AT THE MUNICIPAL BUILDING, 111 RIVER STYX ROAD
HOPATCONG, NEW JERSEY
JANUARY 4, 2012 AT 7:30 PM**

Mayor Petillo called the 2012 Reorganization Meeting to order.

Mayor Petillo stated "This meeting is being held in compliance with the provisions of the Open Public Meetings Act N.J.S.A. 10:4-6 et seq. It has been properly advertised and certified by the Clerk."

INVOCATION

At this time, Pastor Ken Adams, Byram Bay Christian Church, gave the invocation.

MOMENT OF SILENT REFLECTION AND PLEDGE OF ALLEGIANCE:

Mayor Petillo invited all present to salute the flag and to remain standing for a moment of silence. **(Mayor noted fire exits)**

INTRODUCTION OF DIGNITARIES IN ATTENDANCE

At this time Mayor Petillo introduced the dignitaries that were in attendance.

REORGANIZATION

Oaths of Office

Catherine Gleason, Municipal Clerk, read the "Statement of County Canvassers."

The Honorable Judge Weber administered the Oath of Office to **Mayor Sylvia Petillo** for a four year term expiring December 31, 2015.

The Honorable Judge Weber administered the Oath of Office to Councilman-Elect **John Young** for a three year term expiring December 31, 2014.

The Honorable Judge Weber administered the Oath of Office to Councilman-Elect **Estelle R. Klein** for a three year term expiring December 31, 2014.

At this time Mayor Petillo, Councilman Young and Councilwoman Klein made a few comments.

Roll Call of the 2012 Governing Body

Mayor Petillo requested a roll call of the 2012 Borough of Hopatcong Governing Body. The Clerk called the roll and the following members were present: Councilman Baker, Councilman Bunce, Councilman Francis, Councilwoman Galate, Councilwoman Klein, Councilman Young and Mayor Petillo.

COUNCIL APPOINTMENT: COUNCIL PRESIDENT

Mayor Petillo opened the floor for Council nominations to the position of Council President for the year 2012 and Councilman Young nominated Councilman Bunce.

Resolution #2012-01 – Appointing Council President

Councilman Baker made a motion to approve a resolution appointing Councilman Bunce to the position of Council President for the year 2012. Seconded by Councilman Young. All were in favor.

FIRE DEPARTMENT OFFICERS FOR 2012

At this time Mayor Petillo administered the oath of office to the Hopatcong Borough Fire Department Officers for 2012.

Chief
1st Assistant Chief
2nd Assistant Chief
Fire Marshall
Deputy Fire Marshall

Wade Crowley
Tom Brown
Steve Kucivic
Richard Cook
Franklin Steinberg

Resolution #2012-02 – 2012 Meeting Dates

Councilman Bunce made a motion to adopt a resolution approving the Mayor and Council Meeting dates for the year 2012. Seconded by Councilman Young. All were in favor.

Resolution #2012-03 – Organizational Resolution

Councilman Young made a motion to adopt a resolution adopting miscellaneous organizational appointments and procedures. Seconded by Councilman Baker.

Upon roll call vote:

Ayes: Baker, Bunce, Francis, Galate, Klein, Young

Nays: None Absent: None Abstentions: None

Resolution #2012-04 – Cash Management Plan

Councilman Young made a motion to adopt a resolution adopting a Cash Management Plan for the Borough of Hopatcong. Seconded by Councilman Bunce.

Upon roll call vote:

Ayes: Baker, Bunce, Francis, Galate, Klein, Young

Nays: None Absent: None Abstentions: None

Resolution #2012-05 – Petty Cash Fund

Councilman Bunce made a motion to authorize the establishment of a Petty Cash Fund in the amount of \$200.00 for the Finance Office of the Borough of Hopatcong. Seconded by Councilman Young.

Upon roll call vote:

Ayes: Baker, Bunce, Francis, Galate, Klein, Young

Nays: None Absent: None Abstentions: None

Resolution #2012-06 – Designation of Official Newspapers

Councilman Baker made a motion to adopt a resolution designating the official newspapers of the Borough of Hopatcong. Seconded by Councilman Bunce. All were in favor.

Resolution #2012-07 – Appointment of Emergency Management Coordinator

Councilman Young made a motion to adopt a resolution appointing Robert Haffner as the Emergency Management Coordinator for the Borough of Hopatcong for 2012. Seconded by Councilman Bunce.

Upon roll call vote:

Ayes: Baker, Bunce, Francis, Galate, Klein, Young

Nays: None Absent: None Abstentions: None

Resolution #2012-08 – Non-Fair and Open Contracts

Councilman Baker made a motion to adopt a resolution authorizing the award of non-fair and open contracts for professional services. Seconded by Councilman Young.

Upon roll call vote:

Ayes: Baker, Bunce, Francis, Galate, Klein, Young

Nays: None Absent: None Abstentions: None

Resolution #2012-09 – Legal Defense of Tax Appeals

Councilman Young made a motion to adopt a resolution authorizing the Tax Assessor and Borough Attorney to defend the Borough before the Sussex County Board of Taxation and Tax Court of the State of New Jersey in all contested tax appeals. Seconded by Councilman Bunce.

Upon roll call vote:
Ayes: Baker, Bunce, Francis, Galate, Klein, Young
Nays: None Absent: None Abstentions: None

Resolution #2012-12 – Appointment of Certified Valuations, Inc.

Resolution #2012-13 – Appointment of Millennium Strategies, LLC

Resolution #2012-14 – Appointment of Civil Solutions

Resolution #2012-17 – Appointment of Risk Manager

Councilman Young made a motion to adopt resolutions #2012-12, #2012-13, #2012-14 and #2012-17. Seconded by Councilman Baker.

Upon roll call vote:
Ayes: Baker, Bunce, Francis, Galate, Klein, Young
Nays: None Absent: None Abstentions: None

Resolution #2012-15 – Temporary Budget for Operating Purposes

Councilman Bunce made a motion to adopt a resolution adopting a temporary budget for operating expenses in the amount of \$3,691,243.77. Seconded by Councilman Young.

Upon roll call vote:
Ayes: Baker, Bunce, Francis, Galate, Klein, Young
Nays: None Absent: None Abstentions: None

Resolution #2012-18 – Temporary Budget for Sewer Utility Operating Purposes

Councilman Young made a motion to adopt a resolution adopting a temporary budget for sewer Utility Operating Purposes in the amount of \$435,168.04. Seconded by Councilman Bunce.

Upon roll call vote:
Ayes: Baker, Bunce, Francis, Galate, Klein, Young
Nays: None Absent: None Abstentions: None

Resolution #2012-19 – Temporary Budget for Water Utility Operating Purposes

Councilman Bunce made a motion to adopt a resolution adopting a temporary budget for water utility operating purposes. Seconded by Councilman Young.

Upon roll call vote:
Ayes: Baker, Bunce, Francis, Galate, Klein, Young
Nays: None Absent: None Abstentions: None

APPOINTMENTS– HOPATCONG BOROUGH LAND USE BOARD

Mayor Petillo made the following appointments to the Hopatcong Borough Land Use Board.

**2012 BOROUGH OF HOPATCONG
LAND USE BOARD
APPOINTMENTS & FULL MEMBERSHIP**

Mayor Sylvia Petillo Class I Member	exp. 12/31/12
Ron Jobeless Class II Member	exp. 12/31/12
Michael Francis Class III Member (Council Rep.)	exp. 12/31/12

Alan Gilbert (Environmental Representative) Class IV Member	exp. 12/31/13
Robert Duncan Class IV Member	exp. 12/31/13
Ken Trumpore Class IV Member	exp. 12/31/12
Richard Hoer Class IV Member	exp. 12/31/14
Robert Rehe Class IV Member	exp. 12/31/14
Roy Winfield Class IV Member	exp. 12/31/12
Sam Hoagland Alternate I	exp. 12/31/13
John Kieser Alternate II	exp. 12/31/13
Richard Schindelar Alternate III	exp. 12/31/12
Michael Rahill (Open Space Representative) Alternate IV	exp. 12/31/12

APPOINTMENTS – BOARDS AND COMMISSIONS

Mayor Petillo offered the following names for appointment to the various Boards and Commissions:

Board of Recreation Commission (Five Year Terms)

Council Representative	John Young	exp. 12/31/12
Full Member	David Barnish	exp. 12/31/12
Full Member	Sal Guglielmello	exp. 12/31/14
Full Member	Willa Scantlebury	exp. 12/31/12
Full Member	Joan Reilly	exp. 12/31/13
Full Member	Cathy Bowen	exp. 12/31/15
Full Member	Dave Barella	exp. 12/31/12
Full Member	Danette Swanson	exp. 12/31/16

Board of Health (Three Year Terms)

Council Representative	Estelle Klein	exp. 12/31/12
Full Member	Thomas Forbes	exp. 12/31/13
Full Member	Dr. Joel Servoss	exp. 12/31/13
Full Member	Mariano Gianni	exp. 12/31/12
Full Member	James Vanderhoof	exp. 12/31/14
Full Member	Robert Bond	exp. 12/31/14

Full Member	Yvonne Syto	exp. 12/31/12
Full Member		exp. 12/31/14

Lake Hopatcong Commission

Alternate	Michael Brunson	exp. 12/31/12
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Environmental Commission (Three Year Terms)

Council Representative	John Young	exp. 12/31/12
Full Member (Land Use Bd. Rep.)	Alan Gilbert	exp. 12/31/13
Full Member	Pat Hoferkamp	exp. 12/31/12
Full Member (Open Space Comm.)	Mary Louise Baker	exp. 12/31/14
Full Member	Sharon Gruber	exp. 12/31/14
Full Member	Bradley Hoferkamp	exp. 12/31/12
Full Member (Chairman)	Jerry Scanlon	exp. 12/31/13
Full Member	Jule Girman	exp. 12/31/14
Alternate I	Arlene Lelling	exp. 12/31/12
Alternate II		exp. 12/31/13

Resolution #2012-16 – Appointments to Boards and Commission for 2012

Councilman Young made a motion to approve a resolution approving of the Mayor's appointments to Hopatcong Borough Boards and Commission and approves and acknowledges the Hopatcong Fire Department Officers for the year 2012. Seconded by Councilwoman Galate.

Upon roll call vote:

Ayes: Baker, Bunce, Francis, Galate, Klein, Young

Nays: None Absent: None Abstentions: None

MAYOR'S APPOINTMENTS – COUNCIL COMMITTEES

Health Department	Klein
Real Estate	Klein, Galate
Finance	Francis, Bunce
Police/EMT/Fire	Galate, Francis, Bunce
DPW and Grounds	Baker, Bunce, Young
Water/Sewer	Bunce, Baker, Young
SWAC/PAC	Baker
Open Space	Francis
Environmental	Young
Recreation	Young

Land Use Board	Francis
Senior Citizens	Galate
Energy Audit	Francis, Galate
School Budget/District Sharing	Bunce, Francis
Sussex County League of Mun.	Galate
School Wide Alliance	

2012 Citizen Advisory Committees

2012 CLEAN COMMUNITY

Sylvia Petillo, Mayor
 Business Administrator, Robert Elia
 DPW Superintendent, Ron Jobeless

2012 EMERGENCY MANAGEMENT COUNCIL

Officer Robert Haffner, Coordinator
 Sylvia Petillo, Mayor
 John Young, Council Representative
 Scott Wallis, Liaison to Forest Service
 Dan Rodriguez, Captain, Ambulance Squad
 Rich Cook, Fire Prevention Bureau
 Wade Crowley, Fire Chief
 Ron Jobeless, Superintendent DPW
 Neil Piro, Supervisor of Facilities, Hopatcong High School

2012 Firewise Committee

Scott Wallis, Chairman, Emergency Management Deputy, Firefighter Co. # 4
 Rich Cook, Chief of the Fire Prevention Bureau
 Sylvia Petillo, Mayor
 Richard Bunce, Council Representative
 Robert Elia, Business Administrator

2012 Senior Advisory Committee

Leonard Katchmaric
 Connie Janowski
 Dorothy Bruno
 Loretta Rankin
 Florence Commander
 John Maine
 Joan Major
 Sal Fiorentino
 Sue Parichuk

OPEN PUBLIC SESSION

Mayor Petillo opened the meeting to the public for any questions or comments they may have with regard to the good and welfare of the Borough of Hopatcong.

There being no one from the public who wished to address the Governing Body at this time, Councilwoman Galate made a motion to close the meeting to the public and return to the regular order of business. Seconded by Councilman Young. All were in favor.

COMMENTS FROM THE MAYOR

At this time Mayor Petillo commented on the events and accomplishments of 2011.

ADJOURNMENT

Councilman Baker made a motion to adjourn the Reorganization Meeting held on January 4, 2012. Seconded by Councilman Young. All were in favor.

Sylvia Petillo, Mayor

Catherine Gleason, RMC