

**2014 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 7, 2013 AT 7:30 PM (or soon thereafter)**

Mayor Petillo called the 2014 Reorganization Meeting to order.

OPEN PUBLIC MEETINGS ACT STATEMENT: **Mayor Petillo** stated "This meeting is held in accordance with the 1975 Open Public Meetings Act, NJSA 10:4-6 et seq., annual notice having been forwarded to the New Jersey Herald/New Jersey Sunday Herald, and posted on the bulletin board maintained in the Municipal Building for public announcements." (Mayor notes fire exits)

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

INTRODUCTION OF DIGNITARIES IN ATTENDANCE

At this time Mayor Petillo introduced the dignitaries that were in attendance. Dennis Murdock, Freeholder Deputy Director, Police Chief Robert Brennan, DPW Superintendent, Ron Jobeless, Fire Chief, Wade Crowley

REORGANIZATION

Oaths of Office

Robert Elia, Acting Municipal Clerk, read the "Statement of County Canvassers."

Mayor Petillo administered the Oath of Office to Councilman-Elect **Michael Francis** for a three year term expiring December 31, 2016.

Mayor Petillo administered the Oath of Office to Councilman-Elect **Richard Hoer** for a three year term expiring December 31, 2016.

At this time Councilman Francis and Councilman Hoer each made a few comments.

Roll Call of the 2014 Governing Body

Mayor Petillo requested a roll call of the 2014 Borough of Hopatcong Governing Body. The Clerk called the roll and the following members were present: Councilman Bunce, Councilman Francis, Councilwoman Galate, Councilman Hoer, 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 2014.

Councilwoman Galate nominated Councilman Young, seconded by Councilman Francis.

There being no more nominations, Mayor Petillo closed the floor to nominations.

Resolution #2014-01 – Appointing Council President

Councilman Bunce made a motion to approve a resolution appointing John Young to the position of Council President for the year 2014. Seconded by Councilwoman Galate. All were in favor.

Resolution #2014-02 – 2012 Meeting Dates

Councilman Bunce made a motion to adopt a resolution to approve the Mayor and Council Meeting dates for the year 2013. Seconded by Councilwoman Galate.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2014-03 – Organizational Resolution

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

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2014-04 – Cash Management Plan

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

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2014-05 – Petty Cash Fund

Councilman Young 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 Bunce.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2014-06 – Designation of Official Newspapers

Councilman Bunce made a motion to adopt a resolution designating the official newspapers of the Borough of Hopatcong. Seconded by Councilman Young.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2014-07 – Emergency Management Coordinator

Councilwoman Galate made a motion to adopt a resolution appointing Robert Haffner as the Emergency Management Coordinator for the Borough of Hopatcong for 2014. Seconded by Councilman Bunce.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2014-08 – Non-Fair and Open Contracts

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

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2014-09 – Legal Defense of Tax Appeals

Councilman Bunce 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 Young.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2014-10 – Appointment of Skylands Risk Management, Inc.

Councilman Young made a motion to adopt a resolution appointing Skylands Risk Management Inc. as the Risk Management Consultants for the Borough of Hopatcong for 2014. Seconded by Councilwoman Galate.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2014-11 – Appointment of Appraisal Systems

Councilwoman Galate made a motion to adopt a resolution appointing Appraisal Systems for assistance in tax appeals and real property value appraisals for the Borough of Hopatcong for 2014. Seconded by Councilman Bunce.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2014-12 – Appointment of Millennium Strategies, LLC

Councilman Young made a motion to adopt a resolution appointing Millennium Strategies, LLC for grant writing services for the Borough of Hopatcong for 2014. Seconded by Councilman Bunce.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2014-13 – Appointment of Civil Solutions

Councilman Young made a motion to adopt a resolution appointing Civil Solutions for tax map maintenance for the Borough of Hopatcong for 2014. Seconded by Councilman Bunce.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

FIRE DEPARTMENT OFFICERS FOR 2014

At this time Mayor Petillo administered the oath of office to the Hopatcong Borough Fire Department Officers for 2014 (only Chief Crowley, Steve Kucivic and John Wilkerson were present).

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

Tom Brown
Steve Kucivic
John Wilkerson
Richard Cook
Franklin Steinberg

APPOINTMENTS– HOPATCONG BOROUGH LAND USE BOARD

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

2014 BOROUGH OF HOPATCONG

**LAND USE BOARD
APPOINTMENTS & FULL MEMBERSHIP**

| | |
|--|---------------------------------|
| Mayor Sylvia Petillo Class I Member | exp. 12/31/14 One Year Term |
| Ron Jobeless Class II Member | exp. 12/31/14 One Year Term |
| Michael Francis Class III Member (Council Rep.) | exp. 12/31/14 One Year Term |
| Alan Gilbert (Environmental Representative) Class IV Member | exp. 12/31/17 Four Year |
| Robert Duncan Class IV Member | exp. 12/31/17 Four Year Term |
| Ken Trumpore Class IV Member | exp. 12/31/16 Four Year Term |
| Robert Rehe Class IV Member | exp. 12/31/14 Four yr. term |
| Roy Winfield Class IV Member | exp. 12/31/16 Four Year Term |
| Sam Hoagland Class IV Member | exp. 12/31/15 Two Year Term |
| John Kieser Alternate I | exp. 12/31/15 Two Year Term |
| Richard Schindelar Alternate II | exp. 12/31/14 Two Year Term |
| Michael Rahill (Open Space Representative) Alternate III | exp. 12/31/14 Two Year Term |
| Justin Lijo Alternate III | exp. 12/31/15 Two Year Term |

APPOINTMENTS – BOARDS AND COMMISSIONS

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

Board of Health (Three Year Terms)

| | | |
|-------------|----------------------|---------------|
| Full Member | Michael Francis | exp. 12/31/16 |
| Full Member | Mayor Sylvia Petillo | exp. 12/31/16 |
| Full Member | Marie Galate | exp. 12/31/15 |
| Full Member | James Vanderhoof | exp. 12/31/14 |
| Full Member | Richard Hoer | exp. 12/31/14 |
| Full Member | Richard Bunce | exp. 12/31/15 |
| Full Member | John Young | exp. 12/31/14 |

Lake Hopatcong Commission

| | | |
|-----------|---------------|---------------|
| Member | Dan McCarthy | exp. 12/31/15 |
| Alternate | Arthur Clarke | exp. 12/31/16 |

Environmental Commission (Three Year Terms)

| | | |
|---------------------------------|-------------------|---------------|
| Council Representative | John Young | exp. 12/31/16 |
| Full Member (Land Use Bd. Rep.) | Alan Gilbert | exp. 12/31/16 |
| Full Member | Pat Hoferkamp | exp. 12/31/15 |
| Full Member (Open Space Comm.) | Mary Louise Baker | exp. 12/31/14 |
| Full Member | Georgia Schilling | exp. 12/31/14 |
| Full Member | Bradley Hoferkamp | exp. 12/31/15 |
| Full Member | Jerry Scanlon | exp. 12/31/16 |
| Full Member (Chairman) | Jule Girman | exp. 12/31/14 |
| Alternate I | Elide Young | exp. 12/31/15 |
| Alternate II | Joel Servoss | exp. 12/31/15 |

Resolution #2014-15 – Appointments to Boards and Commission for 2014

Councilman Young made a motion to approve a resolution approving of the Mayor's appointments, (excluding the Board of Health) to Hopatcong Borough Boards and Commission and approves and acknowledges the Hopatcong Fire Department Officers for the year 2014. Seconded by Councilwoman Galate.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

MAYOR'S APPOINTMENTS – COUNCIL COMMITTEES

| | |
|-----------------|------------------------------|
| Real Estate | Galate, Francis, Young, Elia |
| Finance | Francis, Bunce |
| Police | Galate, Francis |
| Fire | Bunce, Francis, Galate |
| EMS | Bunce, Francis, Galate |
| OEM | Francis, Galate, Young |
| DPW and Grounds | Bunce, Young, Hoer |
| Water/Sewer | Bunce, Hoer, Young |
| SWAC/PAC | Baker |
| Open Space | Young |
| Environmental | Young, Klein |
| Recreation | Young, Klein |
| Land Use Board | Francis |
| Farmer's Market | Francis, Galate |
| Senior Citizens | Galate |
| Energy Audit | Francis, Galate |

| | |
|------------------------------|---------|
| Sussex County League of Mun. | Galate |
| Municipal Alliance | Petillo |
| School Liaison | Francis |

2014 Citizen Advisory Committees

2014 CLEAN COMMUNITY

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

2014 EMERGENCY MANAGEMENT COUNCIL

Officer Robert Haffner, Coordinator
Sylvia Petillo, Mayor
John Young, Council Representative
Rita Russomanno, Captain, Ambulance Squad
Rich Cook, Fire Prevention Bureau
Tom Brown, Fire Chief
Ron Jobeless, Superintendent DPW
Neil Piro, Supervisor of Facilities, Hopatcong High School

2014 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

2013 Senior Advisory Committee

Leonard Katchmaric
Connie Janowski
Ida Brown
Loretta Rankin
Joanne Curtin
Sal Fiorentino
Pat Dixon
Sue Parichuk

Resolution #2014-16 –2014 Temporary Budget

Councilman Bunce made a motion to adopt a resolution approving the 2014 temporary budget in the amount of **\$3,673,305.19**. Seconded by Councilwoman Galate.

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

Resolution #2014-17 – 2014 Temporary Sewer Budget

Councilwoman Galate made a motion to adopt a resolution approving the 2014 Temporary Sewer Utility Budget in the amount of **\$444,000.00**. Seconded by Councilman Young.

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

Resolution #2014-18 – 2014 Temporary Water Budget

Councilman Young made a motion to adopt a resolution approving the 2014 Temporary Water Utility Budget in the amount of **\$141,000.00**. Seconded by Councilman Bunce.

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

Resolution #2014-19 – Travel Expense Reimbursement

Councilman Bunce made a motion to adopt a resolution regarding Travel Expense Reimbursement. Seconded by Councilman Young.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

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, Councilman Bunce made a motion to close the meeting to the public and returned to the regular order of business. Seconded By Councilwoman Galate. All were in favor.

COMMENTS FROM THE MAYOR

At this time Mayor Petillo made a few comments.

ADJOURNMENT

Councilman Bunce made a motion to adjourn the Reorganization Meeting held on January 7, 2014. Seconded by Councilwoman Galate. All were in favor.

Sylvia Petillo, Mayor

Robert Elia, Acting Municipal Clerk