REORGANIZATION MEETING MINUTES OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF LOWER ALLOWAYS CREEK HELD JANUARY 1, 2020 at 10:00 a.m.

A Reorganization meeting of the Lower Alloways Creek Township Committee was held on January 1, 2020 with the Township Municipal Clerk calling the meeting to order at 10:00 a.m.

STATEMENT OF NOTICE GIVEN

The Township Municipal Clerk read the following statement.

This is the 2020 Reorganization Meeting of the Township Committee of the Township of Lower Alloways Creek being held in compliance with the "Open Public Meetings Act" N.J.S.A. 10:4-6. To insure the right of citizens to have adequate advance notice of and the right to attend meetings of public bodies at which any business affecting them is discussed or acted upon. Advance written notice of this meeting was filed with the Lower Alloways Creek Township Clerk, forwarded to the South Jersey Times and posted on the Bulletin Board in the lobby of the Lower Alloways Creek Township Municipal Building in compliance with said Act.

FLAG SALUTE

The Township Municipal Clerk led in the Flag Salute.

The Clerk thanked the families of the Committee and residents in attendance for coming out.

CERTIFICATION OF ELECTION

The Township Municipal Clerk read a statement that a Certification of the Election letter had been received from the County Clerk of the County of Salem indicating that Paul M. Collier and Jeffrey P. Palombo were duly elected to the office of Committeeperson for the Township of Lower Alloways Creek at an Election held November 5, 2019.

OATH OF OFFICE

Mr. Collier took the Oath of Office, administered by the Clerk and assisted by his daughter holding the Bible.

Mr. Palombo took the Oath of Office, administered by the clerk.

ROLL CALL OF COMMITTEE

Present: Mr. Bradway, Mr. Collier, Mr. Palombo, Mrs. Pompper and Mr. Venable
Absent: None

OTHERS IN ATTENDANCE:

Also in attendance were 14 (fourteen) members of the Public

RESOLUTIONS FOR THE 2020 REORGANIZATION

Motion (Venable, Bradway) for a resolution adopting Robert's Rules of Order, latest revision for the conduct of all Township Committee Meetings during 2020.

RESOLUTION 2020-01

A RESOLUTION TO ADOPT THE MOST CURRENT REVISION OF ROBERT'S RULES OF ORDER FOR THE CONDUCT OF MEETINGS

WHEREAS, the Township Committee of the Township of Lower Alloways Creek in order to properly conduct its meetings, desires to use an established and proven methodology.

NOW THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Lower Alloways Creek hereby adopt "Robert's Rules of Order", in its most currently revised addition for the purpose of conducting Municipal Meetings in an orderly and parliamentary manner.

The resolution to adopt Robert's Rules of Order latest revision for the conduct of all Township Committee Meetings passed a vote of the Township Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo, and Pompper
Nays: none Abstain: none Absent: none

ELECTION OF MAYOR

The Township Municipal Clerk asked for nominations for Mayor for the year 2020.
Mr. Collier nominated Mrs. Pompper for Mayor and Mr. Venable seconded the motion.
No other nominations were made and the Clerk conducted a roll call for Mrs. Pompper for Mayor.

RESOLUTION 2020-02
A RESOLUTION TO APPOINT A MAYOR FOR THE YEAR 2020

WHEREAS, each municipality within the State of New Jersey, wherein the Mayor is not elected directly, shall elect from its membership a Mayor to preside over the meetings and be the Chief Executive of the Municipality for the purposes of signing such documents as from time to time are required and furthermore being vested with those statutory powers designated to the Mayor of the Municipality; and

WHEREAS, Committee person Ellen B. Pompper is available to serve in this capacity for the year 2020.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Lower Alloways Creek that; Ellen B. Pompper is hereby appointed Mayor for the Township of Lower Alloways Creek for the year 2020.

The election of Mrs. Pompper as Mayor passed a vote of the Township Committee as follows: 5-0

Ayes: Collier, Venable, Bradway, Palombo, and Pompper
Nays: none Abstain: none Absent: none

The Township Clerk administered the Oath of Office for Mayor to Ellen B. Pompper with her Husband holding the Bible.

Election of a Deputy Mayor

Mayor Pompper asked for nominations for Deputy Mayor.
Mr. Venable nominated Mr. Bradway and Mr. Collier seconded the nomination.
No other nominations were made and the Clerk conducted a roll call for Mr. Bradway for Deputy Mayor.

RESOLUTION 2020-03
A RESOLUTION TO APPOINT A DEPUTY MAYOR FOR 2020

WHEREAS, the Township Committee of the Township of Lower Alloways Creek deems it to be in the best interest of the Township to appoint a Deputy Mayor to execute the duties of the Mayor in the Mayor's absence; and

WHEREAS, Committee person Timothy W. Bradway is available to serve in this capacity for the year 2020.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Lower Alloways Creek that Timothy W. Bradway is hereby appointed Deputy Mayor for the Township of Lower Alloways Creek for the year 2020.

The election of Timothy W. Bradway as Deputy Mayor passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

The Clerk administered the Oath of Office to Mr. Bradway for Deputy Mayor with his wife holding the Bible.

Motion (Venable, Bradway) for Resolution 2020-04 a resolution to adopt a meeting schedule for the year 2020.

RESOLUTION 2020-04

A RESOLUTION ADOPTING A SCHEDULE OF REGULAR MEETINGS OF THE MAYOR AND TOWNSHIP COMMITTEE OF THE TOWNSHIP OF LAC FOR THE YEAR 2020

WHEREAS, the Open Public Meeting Act of the State of New Jersey requires public bodies to adopt an annual schedule of regular meetings, and to furnish the public with notice of said schedule in a manner more specifically set forth in said Act.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Lower Alloways Creek that the schedule of regular meetings of the Mayor and Township Committee of the Township of Lower Alloways Creek shall be scheduled as the third Tuesday of each Month, except for November when it shall be the third Monday and the entire schedule shall be annexed hereto and made a part hereof and is hereby adopted; and

BE IT FURTHER RESOLVED that copies of said annual schedule shall be posted and continued to be posted throughout the year on the bulletin board in the Municipal Building, and;

BE IT FURTHER RESOLVED that copies of said annual schedule be forwarded to the Official Newspapers of the Township as shall be designated for public advertisement, and;

BE IT FURTHER RESOLVED that a copy of said annual schedule shall be filed with the Township Clerk.

2020 SCHEDULE OF REGULAR MEETINGS OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF LOWER ALLOWAYS CREEK

The Mayor and Township Committee of the Township of Lower Alloways Creek will conduct Regular Township Committee meetings at 7:30 pm, local time, per the following, with all meeting to be held in the Court Room of the Municipal Building, 501 Locust Island Road, Hancock's Bridge in the County of Salem and the State of New Jersey:

The public is welcome to attend meetings of the Township Committee of the Township of Lower Alloways Creek and in the event there are changes to any meetings scheduled, every effort will be made to provide adequate notice, the governing body of the Township of Lower Alloways Creek will comply fully with the Open Public Meetings Act.

Township Committee Monthly Meeting shall be held the third Tuesday every month, except for May and November when it shall be the third Monday

REGULAR MEETING DATES 2020

January 1, Reorganization
January 21
February 18
March 17
April 21
Monday, May 18
June 16
July 21
August 18
September 15
October 20
Monday, November 16
December 15

The motion to adopt a meeting schedule for the year 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-05 a resolution establishing the rate of prepayment for meeting notices for the year 2020.

RESOLUTION 2020-05
A RESOLUTION ESTABLISHING THE RATE OF PREPAYMENT FOR MEETING NOTICES FOR THE YEAR 2020

WHEREAS, pursuant to the Open Public Meeting Act, adequate notice of all meetings is required; and

WHEREAS, the Act provides that an individual may prepay a set fee and be placed on a mailing list to be so informed of changes in any meeting schedules as well as special meetings; and

WHEREAS, for the prepaid sum a notice will be sent to the address as designated by the payee; and

WHEREAS, the governing body has no obligation to mail any notices directly to any individual or concerned group unless the established prepaid fee has, in fact been paid to the Clerk of the Township.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lower Alloways Creek that upon receipt of a prepayment in the amount of $10.00 the list of

all meeting schedules and subsequent changes will be forwarded to the individual or organization so requesting, for the one prepaid fee.

The motion establishing the rate of prepayment for meeting notices for the year 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-06 a resolution designating the official newspapers of the Township for 2020.

RESOLUTION 2020-06

A RESOLUTION DESIGNATING THE OFFICIAL NEWSPAPERS FOR THE YEAR 2020

WHEREAS, it is necessary for the Township Committee to designate the official newspapers for advertisement of notices and information to be conveyed to the public.

THEREFORE, BE IT RESOLVED that the "South Jersey Times" and the "Cumberland / Salem Guide", which are newspapers printed and published at least weekly and distributed in Lower Alloways Creek Township be and are hereby designated as the official newspapers for publishing legal notices of the Township of Lower Alloways Creek in the County of Salem and the State of New Jersey for the year 2020.

The motion designating the official newspapers of the Township for 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-07 a resolution appointing Linwood H. Donelson III as Municipal Solicitor for the year 2020.

RESOLUTION 2020-07

A RESOLUTION APPOINTING A MUNICIPAL SOLICITOR FOR THE YEAR 2020

WHEREAS, the Township of Lower Alloways Creek desires to acquire the Professional Services of a Township Solicitor under the non-fair and open method, pursuant to the Pay to Play provisions of N.J.S.A. 19:44A; and,

WHEREAS, the Purchasing Agent has determined and certified to writing that the value of the acquisition may exceed $17,500

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lower Alloways Creek, in the County of Salem and the State of New Jersey as follows:

1. The Township Committee hereby appoints for the year 2020, Linwood H. Donelson III as Municipal Solicitor
2. The anticipated term of this contract is one (1) year
3. The Business Disclosure Statement has been received from the Contractor
4. The Certification of Political Contributions has been received no later than 10 days prior to the appointment as described by law.
5. Certification of funds from the CFO has been or will be received stating that funds will be encumbered by Purchase Order as required pursuant to N.J.A.C. 5:30-5.4

6. Said appointment is made without competitive bidding as a professional service under the provisions of the Local Public Contracts Law, because it is performed by a person authorized by law to practice a recognized profession whose practices are regulated by law
7. The Mayor and Clerk are hereby authorized and directed to execute agreements with the aforesaid in connection with such professional services
8. A copy of this resolution shall be published in "South Jersey Times", as required by law, within ten (10) days of the date of the passage of this resolution or in lieu thereof.

The motion appointing a Municipal Solicitor for the year 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-08 a resolution appointing Linwood H. Donelson III as Municipal Prosecutor for the year 2020.

RESOLUTION 2020-08

A RESOLUTION APPOINTING A MUNICIPAL PROSECUTOR FOR THE YEAR 2020

WHEREAS, the Township of Lower Alloways Creek desires to acquire the Professional Services of a Municipal Prosecutor under the Professional Services provisions of N.J.S.A. 40A:11-2(6); and

WHEREAS, the Purchasing Agent has determined and certified to writing that the value of the acquisition will not exceed $17,500

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Lower Alloways Creek, in the County of Salem and the State of New Jersey as follows:

1. The Township Committee hereby appoints for the year 2020, Linwood H. Donelson III as Municipal Prosecutor
2. The anticipated term of this contract is one (1) year
3. The Business Disclosure Statement has been received from the Contractor
4. The Certification of Political Contributions has been received no later than 10 days prior to the appointment as described by law.
5. Certification of funds from the CFO has been or will be received stating that funds will be encumbered by Purchase Order as required pursuant to N.J.A.C. 5:30-5.4
6. Said appointment is made without competitive bidding as a professional service under the provisions of the Local Public Contracts Law, because it is performed by a person authorized by law to practice a recognized profession whose practices are regulated by law
7. The Mayor and Clerk are hereby authorized and directed to execute agreements with the aforesaid in connection with such professional services
8. A copy of this resolution shall be published in South Jersey Times, as required by law, within ten (10) days of the date of the passage of this resolution or in lieu thereof.

The motion appointing a Municipal Prosecutor for the year 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-08A, a resolution appointing Niki Trunk as Substitute / Conflict Municipal Prosecutor for the year 2020.

RESOLUTION 2020-08A

A RESOLUTION APPOINTING A SUBSTITUTE / CONFLICT MUNICIPAL PROSECUTOR FOR THE YEAR 2020

WHEREAS, the Township of Lower Alloways Creek desires to acquire the Professional Services of an as needed Substitute / Conflict Municipal Prosecutor under the Professional Services provisions of N.J.S.A. 40A:11-2(6); and

WHEREAS, the Purchasing Agent has determined and certified to writing that the value of the acquisition will not exceed $17,500

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Lower Alloways Creek, in the County of Salem and the State of New Jersey as follows:

9. The Township Committee hereby appoints for the year 2020, Niki Trunk as a Substitute /Conflict Municipal Prosecutor
10. The anticipated term of this contract is one (1) year
11. The Business Disclosure Statement has been received from the Contractor
12. The Certification of Political Contributions has been received no later than 10 days prior to the appointment as described by law.
13. Certification of funds from the CFO has been or will be received stating that funds will be encumbered by Purchase Order as required pursuant to N.J.A.C. 5:30-5.4
14. Said appointment is made without competitive bidding as a professional service under the provisions of the Local Public Contracts Law, because it is performed by a person authorized by law to practice a recognized profession whose practices are regulated by law
15. The Mayor and Clerk are hereby authorized and directed to execute agreements with the aforesaid in connection with such professional services
16. A copy of this resolution shall be published in "South Jersey Times", as required by law, within ten (10) days of the date of the passage of this resolution or in lieu thereof.

The motion appointing a Substitute / Conflict Municipal Prosecutor for the year 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-09 a resolution appointing a Municipal Public Defender for the year 2020.

RESOLUTION 2020-09

A RESOLUTION APPOINTING A MUNICIPAL PUBLIC DEFENDER FOR THE YEAR 2020

WHEREAS, the Township of Lower Alloways Creek desires to appoint a Municipal Public Defender as a Professional Service Contract, under provisions of the Local Contracts Law N.J.S.A. 40A:11-2(6); and

WHEREAS, the Purchasing Agent has determined and certified to writing that the value of the acquisition will not exceed $17,500

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lower Alloways Creek, in the County of Salem and the State of New Jersey as follows:

1. The Township Committee hereby appoints for the year 2020, CRAIG KUGLER as Municipal Public Defender
2. The anticipated term of this contract is one (1) year
3. Certification of funds from the CFO has been or will be received stating that funds will be encumbered by Purchase Order as required pursuant to N.J.A.C. 5:30-5.4
4. Said appointment is made without competitive bidding as a professional service under the provisions of the Local Public Contracts Law, because it is performed by a person authorized by law to practice a recognized profession whose practices are regulated by law
5. The Mayor and Clerk are hereby authorized and directed to execute agreements with the aforesaid in connection with such professional services
6. A copy of this resolution shall be published in South Jersey Times, as required by law, within ten (10) days of the date of the passage of this resolution or in lieu thereof.

The motion appointing a municipal public defender for the year 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-10 a resolution appointing a Municipal Physician for the year 2020.

RESOLUTION 2020-10

A RESOLUTION APPOINTING A MUNICIPAL PHYSICIAN FOR THE YEAR 2020

WHEREAS, the Township of Lower Alloways Creek desires to acquire a Municipal Physician under a Professional Service Contract, under provisions of the Local Contracts Law N.J.S.A. 40A:11-2(6); and

WHEREAS, the Purchasing Agent has determined and certified to writing that the value of the acquisition will not exceed $17,500

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lower Alloways Creek, in the County of Salem and the State of New Jersey as follows:

1. The Township Committee hereby appoints for the year 2020, Dr. KEVIN W. ROBERTS MD as Municipal Physician who is associated with Woodstown Family Practice
2. The anticipated term of this contract is one (1) year
3. The Certification of Political Contributions has been received no later than 10 days prior to the appointment as described by law.
4. Certification of funds from the CFO has been or will be received stating that funds will be encumbered by Purchase Order as required pursuant to N.J.A.C. 5:30-5.4
5. Said appointment is made without competitive bidding as a professional service under the provisions of the Local Public Contracts Law, because it is performed by a person authorized by law to practice a recognized profession whose practices are regulated by law

6. The Mayor and Clerk are hereby authorized and directed to execute agreements with the aforesaid in connection with such professional services
7. A copy of this resolution shall be published in South Jersey Times, as required by law, within ten (10) days of the date of the passage of this resolution or in lieu thereof.

The motion appointing a Municipal Physician for the year 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-11 a resolution appointing a Labor Attorney for the year 2020.

RESOLUTION 2020-11

A RESOLUTION APPOINTING A LABOR ATTORNEY FOR THE TOWNSHIP OF LOWER ALLOWAYS CREEK FOR THE YEAR 2020

WHEREAS, the Township of Lower Alloways Creek desires to acquire a Labor Attorney under the Professional Services provisions of N.J.S.A. 40A:11-2(6); and

WHEREAS, the Purchasing Agent has determined and certified to writing that the value of the acquisition will not exceed $17,500

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lower Alloways Creek, in the County of Salem and the State of New Jersey as follows:

1. The Township Committee hereby appoints for the year 2020, Susan S. Hodges (Parker & McCay) as Labor Attorney.
2. The anticipated term of this contract is twelve (12) months
3. The services to be rendered is to assist in Legal Labor matters
4. The Business Disclosure Statement has been received from the Contractor
5. The Certification of Political Contributions has been received no later than 10 days prior to the appointment as described by law.
6. Certification of funds from the CFO has been or will be received stating that funds will be encumbered by Purchase Order as required pursuant to N.J.A.C. 5:30-5.4
7. Said appointment is made without competitive bidding as a professional service under the provisions of the Local Public Contracts Law, because it is performed by a person authorized by law to practice a recognized profession whose practices are regulated by law
8. The Mayor and Clerk are hereby authorized and directed to execute agreements with the aforesaid in connection with such professional services
9. A copy of this resolution shall be published in South Jersey Times, as required by law, within ten (10) days of the date of the passage of this resolution or in lieu thereof.

The motion appointing a Labor Attorney for the year 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-12 a resolution appointing a Municipal Engineer for 2020.

RESOLUTION 2020-12

A RESOLUTION APPOINTING A MUNICIPAL ENGINEER FOR THE YEAR 2020

WHEREAS, the Township of Lower Alloways Creek desires to appoint Stephen Nardelli as the Township's Engineer, as a Professional Service Contract under provisions of the Local Contracts Law N.J.S.A. 40A:11-2(6); and

WHEREAS, the Purchasing Agent has determined and certified to writing that the value of the acquisition will exceed $17,500

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lower Alloways Creek, in the County of Salem and the State of New Jersey as follows:

1. The Township Committee hereby appoints for the year 2020, Stephen Nardelli, of Fralinger Engineering, Bridgeton, NJ as the Township Engineer
2. The term of this contract is one (1) year
3. Certification of funds from the CFO has been or will be received stating that funds will be encumbered by Purchase Order as required pursuant to N.J.A.C. 5:30-5.4
4. Said appointment is made without competitive bidding as a professional service under the provisions of the Local Public Contracts Law, because it is performed by a person authorized by law to practice a recognized profession whose practices are regulated by law
5. The Mayor and Clerk are hereby authorized and directed to execute agreements with the aforesaid in connection with such professional services
6. A copy of this resolution shall be published in South Jersey Times, as required by law, within ten (10) days of the date of the passage of this resolution or in lieu thereof.

The motion appointing a Municipal Engineer for 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-13 a resolution appointing a certified Public Account for municipal payroll services for 2020.

RESOLUTION 2020-13

A RESOLUTION APPOINTING A CERTIFIED PUBLIC ACCOUNT FOR MUNICIPAL PAYROLL SERVICES FOR THE YEAR 2020

WHEREAS, the Township of Lower Alloways Creek desires to acquire the Professional Services of a Certified Public Account, for Payroll Services under provisions of the Local Contracts Law N.J.S.A. 40A:11-2(6), and;

WHEREAS, the Purchasing Agent has determined and certified to writing that the value of the acquisition will not exceed $17,500

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lower Alloways Creek, in the County of Salem and the State of New Jersey as follows:

1. The Township Committee hereby appoints for the year 2020, Kevin Crouch, of Crouch & Company, LLC. for Payroll Services
2. The anticipated term of this contract is one (1) year

3. The Certification of Political Contributions has been received no later than 10 days prior to the appointment as described by law.
4. Certification of funds from the CFO has been or will be received stating that funds will be encumbered by Purchase Order as required pursuant to N.J.A.C. 5:30-5.4
5. Said appointment is made without competitive bidding as a professional service under the provisions of the Local Public Contracts Law, because it is performed by a person authorized by law to practice a recognized profession whose practices are regulated by law
6. The Mayor and Clerk are hereby authorized and directed to execute agreements with the aforesaid in connection with such professional services
7. That the Township Committee authorizes Kevin Crouch, of Crouch & Company, LLC. to process the Township's bi-weekly payroll and payroll tax obligations under the direction of the CFO
8. A copy of this resolution shall be published in South Jersey Times, as required by law, within ten (10) days of the date of the passage of this resolution or in lieu thereof.

The motion appointing a certified Public Account to perform municipal payroll services for 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-14 a resolution appointing a Health Insurance Broker of Record for 2020.

RESOLUTION 2020-14

A RESOLUTION APPOINTING A HEALTH INSURANCE BROKER OF RECORD FOR THE YEAR 2020

WHEREAS, the Township of Lower Alloways Creek desires to acquire the Professional Services of an Insurance Broker, under provisions of the Local Contracts Law N.J.S.A. 40A:11-2(6), and;

WHEREAS, the Purchasing Agent has determined and certified to writing that the value of the acquisition will not exceed $17,500

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lower Alloways Creek, in the County of Salem and the State of New Jersey as follows:

17. The Township Committee hereby appoints for the year 2020, Jason R. Demarco, of Insurance Solutions, Inc. as Health Insurance Broker of Record
18. The anticipated term of this contract is one (1) year
19. The Certification of Political Contributions has been received no later than 10 days prior to the appointment as described by law.
20. Certification of funds from the CFO has been or will be received stating that funds will be encumbered by Purchase Order as required pursuant to N.J.A.C. 5:30-5.4
21. Said appointment is made without competitive bidding as a professional service under the provisions of the Local Public Contracts Law, because it is performed by a person authorized by law to practice a recognized profession whose practices are regulated by law
22. The Mayor and Clerk are hereby authorized and directed to execute agreements with the aforesaid in connection with such professional services

23. A copy of this resolution shall be published in "South Jersey Times" Salem, New Jersey, as required by law, within ten (10) days of the date of the passage of this resolution or in lieu thereof.

The motion appointing a Health Insurance Broker of Record for 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-15 a resolution appointing a Municipal Auditor for the year 2020.

RESOLUTION 2020-15

A RESOLUTION APPOINTING A CERTIFIED MUNICIPAL ACCOUNTANT TO BE THE TOWNSHIP'S AUDITOR FOR THE YEAR 2020

WHEREAS, the Township of Lower Alloways Creek desires to acquire the Professional Services of a Certified Municipal Accountant to be the Township's Auditor under the non-fair and open method, pursuant to the Pay to Play provisions of N.J.S.A. 19:44A; and,

WHEREAS, the Purchasing Agent has determined and certified to writing that the value of the acquisition will exceed $17,500

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lower Alloways Creek, in the County of Salem and the State of New Jersey as follows:

24. The Township Committee hereby appoints for the year 2020, Nick L. Petroni of Petroni & Associates, LLC Glassboro, NJ, Certified Municipal Accountant to be the Township's Auditor
25. The anticipated term of this contract is one (1) year
26. The Business Disclosure Statement has been received from the Contractor
27. Certification of funds from the CFO has been or will be received stating that funds will be encumbered by Purchase Order as required pursuant to N.J.A.C. 5:30-5.4
28. Said appointment is made with competitive bidding as a professional service under the provisions of the Local Public Contracts Law.
29. The Mayor and Clerk are hereby authorized and directed to execute agreements with the aforesaid in connection with such professional services
30. A copy of this resolution shall be published in the "South Jersey Times", as required by law, within ten (10) days of the date of the passage of this resolution or in lieu thereof.

The motion appointing a Municipal Auditor for 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-16 a resolution appointing Officers and Committees for the Township of Lower Alloways Creek and for the terms specified.

RESOLUTION 2020-16

RESOLUTION APPOINTING OFFICERS AND COMMITTEES FOR THE TOWNSHIP OF LOWER ALLOWAYS CREEK AND FOR THE TERMS SPECIFIED

BE IT RESOLVED that the following positions and terms, where not otherwise set by statute, are established for the year 2020, and

BE IT FURTHER RESOLVED by the Township Committee of the Township of Lower Alloways Creek, in the County of Salem and the State of New Jersey, that the following officers of the Township of Lower Alloways Creek and the following Committees and other appointees be and the same are hereby appointed to the positions and for the terms herein set forth.
(* bold names are those for appointments, others are listed for information purposes)

POSITION	NAME	EXPIRES
Clerk	Ronald L Campbell Sr.	02/26/2022 (3 yr)
***Deputy Clerk**	**Kevin Clour**	**12/31/2020** (1 yr)
CFO	Kevin Clour	12/31/2024 (4 yr)
***Purchasing Agent**	**Kevin Clour**	**01/31/2020 (1 yr)**
Tax Assessor	Lisa Perella	06/30/2022 (4 yr)
***Tax Collector**	**D. Michelle Allen**	**12/31/2024 (4 yr)**
***Utility Collector**	**D. Michelle Allen**	**12/31/2020** (1 **yr**)
Municipal Court Administrator	Debra Scott	06/30/2021 (3 yr)
Construction Code Official	John Palumbo	06/30/2021 (3 yr)
Fire Code Official	**State of New Jersey**	12/31/2020
***Zoning Official/Housing Official**	**John Carney**	**12/31/2020** (1 **yr**)
Superintendent of Public Works	Lewis Fogg	12/31/2020 (3 yr)
***Insurance Broker of Record**	**Jason DeMarco**	**12/31/2020** (1 yr)
***Animal Control Officer**	**Ned Shimp**	**12/31/2020** (1 yr)
***Asst Animal Control**		**12/31/2020** (1 yr)
***Animal Cruelty Investigator**		**12/31/2020** (1 yr)
***Public Agency Compliance Officer**	**Ronald L Campbell Sr.**	**12/31/2020** (1 yr)
***Municipal Search Officer**	**Ronald L Campbell Sr.**	**12/31/2020** (1 yr)
***Tax Search Officer**	**D. Michelle Allen**	**12/31/2020** (1 yr)
Registrar	Ronald L Campbell Sr.	02/26/2022 (3 yr)
***Animal Registrar**	**Ronald L Campbell Sr.**	**12/31/2020** (1 yr)
***Deputy Registrar**	**Kevin Clour**	**12/31/2020** (1 yr)
***Township Engineer**	**Steven Nardelli (Fralinger Engineering, PA)**	**12/31/2020** (1 yr)
***Indoor Air Quality Coordinator**	**Lewis Fogg**	**12/31/2020** (1 yr)
***Stormwater Management Coordinator**	**Lewis Fogg**	**12/31/2020** (1 yr)
***Salem County S W A C**	**Timothy Bradway**	**12/31/2020** (1 yr)
***Municipal Recycling Coordinator**	**Lance Kaufmann**	**12/31/2020** (1 yr)
Emergency Management Coordinator	Sgt 1st Class. Douglas Hassler	05/31/2021 (3 yr)
Deputy EMC	Cpl. Damian Carlson	05/31/2021 (3 yr)

Board of Health		
Members:	Township Committee	All Terms Expire
Member:	D. Michelle Allen	12/31/2020
Secretary:	Township Clerk	
Insurance Commission		All Terms Expire
Members:	Timothy Bradway	
	Ellen Pompper	12/31/2020
	Paul Collier	
Secretary:	Township Clerk	

SUBCOMMITTEES OF THE TOWNSHIP COMMITTEE

Administration	Chairperson	Vice-Chair	All Terms Expire
	Ellen Pompper	Timothy Bradway	12/31/2020

Ambulance	Chairperson Timothy Bradway	Vice-Chair Jeffrey Palombo	All Terms Expire 12/31/2020
Buildings & Grounds	Chairperson Richard Venable	Vice-Chair Paul Collier	All Terms Expire 12/31/2020
Finance Committee	Chairperson Ellen Pompper	Vice-Chair Paul Collier Timothy Bradway	All Terms Expire 12/31/2020
Fire Company	Chairperson Richard Venable	Vice-Chair Timothy Bradway	All Terms Expire 12/31/2020
Historical	Chairperson Ellen Pompper	Vice-Chair Paul Collier	All Terms Expire 12/31/2020
Public Works	Chairperson Paul Collier	Vice-Chair Richard Venable	All Terms Expire 12/31/2020
Sanitation	Chairperson Jeffrey Palombo	Timothy Bradway	All Terms Expire 12/31/2020
Senior Citizens	Chairperson Timothy Bradway	Vice-Chair Paul Collier	All Terms Expire 12/31/2020

The motion appointing Officers and Committees for the Township of Lower Alloways Creek and for the terms specified passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-17 a resolution appointing persons to the Planning / Zoning Board of the Township of Lower Alloways Creek and for the Terms specified.

RESOLUTION 2020-17

RESOLUTION APPOINTING PERSONS TO THE PLANNING ZONING BOARD OF THE TOWNSHIP OF LOWER ALLOWAYS CREEK AND FOR THE TERMS SPECIFIED

WHEREAS, the Combined Planning and Zoning Board by the natural expiration of terms, has annual appoints to make to the board; and,

NOW THEREFORE BE IT RESOLVED that the following persons are hereby appointed to the Combined Planning & Zoning Board of the Township of Lower Alloways Creek Township; and,

BE IT FURTHER RESOLVED by the Township Committee of the Township of Lower Alloways Creek, in the County of Salem and the State of New Jersey that the following persons of the Township of Lower Alloways Creek, be and the same are hereby appointed to the combined Planning and Zoning Board for the terms herein set forth.

POSITION	**NAME**	**EXPIRE**
Planning & Zoning Board		
***Class I**	**Mayor**	**12/31/2020**
***Class II**	**Zoning Officer, John Carney**	**12/31/2020**
***Class III**	**Paul Collier**	**12/31/2020**
***Class IV**	**Steve Wagner**	**12/31/2023**

***Class IV**	**Bruce Mitchell**	**12/31/2023**
Class IV	Lance Kaufmann	12/31/2022
Class IV	Tina Wheaton	12/31/2022
Class IV	Amy Widger	12/31/2021
Class IV	Fred Weiss	12/31/2021

***Class VI Alt 1**		**12/31/2020**
***Class VI Alt 2**		**12/31/2020**
***Class VI Alt 3**	**Irene Carney**	**12/31/2020**

The motion appointing persons to the Planning / Zoning Board of the Township of Lower Alloways Creek and for the Terms specified passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-18 a resolution appointing persons to the Historical and Heritage Committee of the Township of Lower Alloways Creek for 2020.

RESOLUTION 2020-18

RESOLUTION APPOINTING PERSONS TO THE HISTORICAL & HERITAGE COMMITTEE FOR THE TOWNSHIP OF LOWER ALLOWAYS CREEK

WHEREAS, the Historical and Heritage Committee by the natural expiration of terms, has annual appointments to make by the Committee; and,

NOW THEREFORE BE IT RESOLVED that the following persons are hereby appointed to the Historical & Heritage Committee of the Township of Lower Alloways Creek Township; and,

BE IT FURTHER RESOLVED by the Township Committee of the Township of Lower Alloways Creek, in the County of Salem and the State of New Jersey that the following persons of the Township of Lower Alloways Creek, be and the same are hereby appointed to the Historical and Heritage Committee for the terms herein set forth.

Robert	Hill	2020
Tom	Massey	2020
Danny	Mitchell	2020
Robert	Parkell	2020
Art	Plummer	2020
Bruce	Sanville	2020
David	Turner	2020

*From the Township Committee

Chairperson:	Ellen Pompper	12/31/2020
Vice-Chairperson:	Paul Collier	12/31/2020

The motion appointing persons to the Historical and Heritage Committee of the Township of Lower Alloways Creek for 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-19 a resolution appointing a Fund Commissioner to the Gloucester, Salem, Cumberland Counties Joint Insurance Fund for 2020.

RESOLUTION 2020-19

RESOLUTION APPOINTING A FUND COMMISSIONER TO THE GLOUCESTER, SALEM, CUMBERLAND COUNTIES JOINT INSURANCE FUND

WHEREAS, the Township of Lower Alloways Creek is a member of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and

WHEREAS, the Bylaws of the FUND require that each Municipality appoint a member of the governing body or a municipal employee to serve as Fund Commissioner; and

WHEREAS, the Township Committee of the Township of Lower Alloways Creek recommends the appointment of Kevin Clour to serve as Fund Commissioner in accordance with the FUND Bylaws;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lower Alloways Creek that it does hereby appoint Kevin Clour as Fund Commissioner to the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund.

The motion appointing a Fund Commissioner to the Gloucester, Salem, Cumberland Counties Joint Insurance Fund for 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-20 a resolution appointing an alternate Fund Commissioner to the Gloucester, Salem, Cumberland Counties Joint Insurance Fund for 2020.

RESOLUTION 2020-20

A RESOLUTION APPOINTING ALTERNATE FUND COMMISSIONER TO THE GLOUCESTER, SALEM, CUMBERLAND JOINT INSURANCE FUND

WHEREAS, the Township of Lower Alloways Creek has resolved to join the Gloucester, Salem, Cumberland Counties Joint Insurance Fund, hereinafter referred to as FUND; and

WHEREAS, the Bylaws of the Joint Insurance Fund recommend that each Municipality appoint an Alternate Fund Commissioner; and

WHEREAS, the Township Committee of the Township of Lower Alloways Creek recommends the appointment of Ronald Campbell Sr. as Alternate Fund Commissioner.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Lower Alloways Creek that it does hereby appoint Ronald L Campbell Sr. as Alternate Fund Commissioner for the FUND.

The motion appointing an alternate Fund Commissioner to the Gloucester, Salem, Cumberland Counties Joint Insurance Fund for 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-21 a resolution appointing a Risk Management Consultant to the Gloucester, Salem, Cumberland Counties Joint Insurance Fund for 2020.

RESOLUTION 2020-21

A Resolution Appointing A Risk Management Consultant To The
Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund

WHEREAS, the Governing Body of the Township of Lower Alloways Creek is a member of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund, a self-insurance pooling fund, and;

WHEREAS, the Bylaws of said Fund require that each municipality appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the Bylaws and;

WHEREAS, the Bylaws indicate a fee not to exceed six percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the governing body and;

WHEREAS, N.J.S.A 40A:11-5 (1) (m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspecifiable service; and

WHEREAS, the experience, knowledge of public insurance and risk management issues and judgmental nature required of a Risk Management Consultant are clearly an extraordinary unspecifiable service which therefore render competitive bidding impractical;

NOW THEREFORE, be it resolved that the governing body of the Township of Lower Alloways Creek does hereby appoint Tom Narolewski as its Risk Management Consultant in accordance with 40A:11-5 and;

BE IT FURTHER RESOLVED that the governing body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to N.J.S.A 40A:11-5 (1), (a), (i).

The motion appointing a Risk Management Consultant to the Gloucester, Salem, Cumberland Counties Joint Insurance Fund for 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-22, a resolution establish the Risk Management Consultants agreement

RESOLUTION 2020-22

A RESOLUTION ESTABLISHING THE CONSULTANT AGREEMENT WITH TOM NAROLEWSKI, THE TOWNSHIP OF LOWER ALLOWAYS CREEK'S RISK MANAGEMENT CONSULTANT TO THE GLOUCESTER, SALEM, CUMBERLAND COUNTIES MUNICIPAL JOINT INSURANCE FUND

The Risk Management Consultant agreement shall be established as follows:

This Agreement, entered into this 1st day of January, 2020, between the Township of Lower Alloways Creek (hereinafter referred to as the "Municipality") and Assured Partners, a Corporation of the State of New Jersey, and Tom Narolewski, the responsible agent, having their principal office located at 1317 Route 73, Suite 101, Mt. Laurel, New Jersey 08054 (hereinafter referred to as the "Consultant").

WHEREAS, the Consultant has offered the services to the Municipality as the Professional Risk Management Consultant as required in the Bylaws of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund; and

WHEREAS, the Municipality desires to contract for these professional services pursuant to the resolution adopted by the Mayor and Council of the Municipality at a meeting held on January 1st, 2020;

NOW THEREFORE, the parties in consideration of the mutual promises and covenants set forth in this Agreement, agree as follows:

1. For and in consideration of the compensation set forth in Paragraph 3 of this Agreement, the Consultant hereby agrees in consultation with the Municipality to provide Professional Risk Management services to the Municipality as follows:

   A) The Consultant shall assist the Municipality in identifying its insurable exposures and shall recommend professional methods to reduce, assume or transfer the risk of loss.

   B) The Consultant shall assist the Municipality in understanding and selecting the various types of coverage available from the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund.

   C) The Consultant shall review with the Municipality any additional types of coverage that the Consultant believes the Municipality should purchase that are not available from the Fund. The Consultant shall purchase and bind any additional types of coverage authorized by the Municipality.

   D) The Consultant shall assist the Municipality in the preparation of applications, statements of values and other documents requested by the Fund. However, this Agreement does not include any appraisal work by the Consultant.

   E) The Consultant shall review the Municipality's annual assessment as prepared by the Fund, and shall assist the Municipality in the preparation of its annual insurance budget.

   F) The Consultant shall review the loss and engineering reports for the Municipality, and shall assist the Safety Committee in its loss containment objectives within the Municipality.

   G) The Consultant shall attend and actively participate in the Municipality's Safety Committee activities and meetings, and shall present information to the Safety Committee on Safety related topics.

   H) The Consultant shall attend the Municipality's Member Accident Review Panel meetings and assist the Municipality in determining the cause of accidents. The Consultant shall suggest any remedial actions necessary to avoid future accidents.

   I) The Consultant shall assist the Municipality in determining the necessary training for each employee in each Municipal Department based upon the employee's job description and in accordance with OSHA and other governmental regulations.

J) The Consultant shall assist the Municipality in scheduling employee training, both internal and external, including the tracking of course attendance and completion of course requirements.

K) The Consultant shall assist the Municipality with the timely and accurate reporting of all claims, which shall include the establishment and implementation of claims reporting procedures.

L) The Consultant shall assist, when requested by the Municipality and/or the Claims TPA, with the investigation of claims filed against the Municipality.

M) The Consultant shall review the Municipality's loss data on a regular basis and prepare reports to the Municipality on recent losses, open claims, and loss trends.

N) The Consultant shall review the performance of the Municipality's Claims TPA on a quarterly basis including reserving practices, adjuster claim counts, and supervisor file review.

O) The Consultant shall assist the Municipality by reporting to the Fund changes in exposures including the deletion and addition of vehicles, equipment, and properties and the contracting of Municipal services to third parties.

P) The Consultant shall assist the Municipality and Fund professionals in the annual renewal process including the gathering and verification of exposure data.

Q) The Consultant shall order Certificates of Insurance from the Fund.

R) The Consultant shall review Certificates of Insurance received by the Municipality.

S) The Consultant shall review proposed contracts between the Municipality and organizations and contractor's to verify that the appropriate indemnification and hold harmless language is contained in the Contract and that the Certificate of Insurance Guidelines are being followed.

T) The Consultant shall evaluate and advise the Municipality on the risk management aspects of public events being staged or sponsored by the Municipality.

U) The Consultant shall review the annual coverage documents to verify the accuracy of the policies.

V) The Consultant shall respond to questions regarding coverage from the Municipality's officials.

W) The Consultant shall actively attend and participate on the Fund Subcommittees as authorized by the Fund Bylaws.

X) The Consultant shall at least twice annually, prepare and present a written report to the Governing Body of the Municipality outlining the Municipality's Insurance and Safety Program.

Y) The Consultant shall assist the Municipality with the settlement of claims, with the understanding that the scope of the Consultant's involvement does not include the work normally performed by a public adjuster.

Z) The Consultant shall perform any other services required by the Fund's Bylaws.

2. The term of this Agreement shall be for a period of one (1) year commencing the first day of January 1, 2020, or from the effective date of coverage, unless this Agreement is terminated as set forth in Paragraph 5 of this Agreement.

3. The Municipality authorizes the Fund to pay its Consultant, as compensation for services rendered, an amount equal to a dollar amount of six percent (6 %) of the Municipality's annual assessment as promulgated by the Fund. Said fee shall be paid to the Consultant within thirty (30) days of the payment of the Municipality's assessment to the Fund. The Consultant shall receive no other compensation or commission for the placement or servicing of any municipal coverage with the Fund.

4. For any type of coverage that is authorized by the Municipality, to be purchased outside of the coverage offered by the Fund, the Consultant shall receive as his full compensation, the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the Fund's assessment in computing the fee outlined in Paragraph 3 of this Agreement.

5. Either party may cancel this Agreement at any time by notifying the other party, in writing, of their intention to terminate this Agreement. The termination shall be effective on the ninetieth (90^{th}) day after service of the notice. The compensation provided for in Paragraph 3 shall be pro-rated to the date of termination.

The motion establishing the Risk Management Consultants agreement passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-23 a resolution appointing a Claims Coordinator to the Gloucester, Salem, Cumberland Counties Joint Insurance Fund for 2020.

RESOLUTION 2020-23

A RESOLUTION APPOINTING A CLAIMS COORDINATOR TO THE GLOUCESTER, SALEM, CUMBERLAND COUNTIES JOINT INSURANCE FUND

WHEREAS, the Township of Lower Alloways Creek is a member of the Gloucester, Salem and Cumberland Counties Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and,

WHEREAS, the FUND requires that in the manner generally prescribed by law, each member shall appoint a Claims Coordinator to coordinate and oversee the Member claims reporting and recordkeeping efforts, and act as a liaison between the municipality, the JIF Claims Administrator, and other outside agencies; and,

WHEREAS, the Township Committee of the Township of Lower Alloways Creek recommends the appointment of Kevin Clour to serve as Claims Coordinator in accordance with the FUND requirements;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lower Alloways Creek that it does hereby appoint Kevin Clour as Municipal Claims Coordinator.

The motion appointing a Claims Coordinator to the Gloucester, Salem, Cumberland Counties Joint Insurance Fund for 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-24 a resolution appointing a safety coordinator to the Gloucester, Salem, Cumberland Counties Joint Insurance Fund for 2020.

RESOLUTION 2020-24

A RESOLUTION APPOINTING A SAFETY COORDINATOR TO THE GLOUCESTER, SALEM, CUMBERLAND COUNTIES JOINT INSURANCE FUND

WHEREAS, the Township of Lower Alloways Creek is a member of the Gloucester, Salem and Cumberland Counties Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and,

WHEREAS, the FUND requires that in the manner generally prescribed by law, each member shall appoint a Safety Coordinator to chair the Member Safety Committee, coordinate and oversee the Member safety efforts, and act as a liaison between the municipality, the JIF Safety Director, and other outside agencies; and,

WHEREAS, the Township Committee of the Township of Lower Alloways Creek recommends the appointment of Lance Kaufmann to serve as Safety Coordinator in accordance with the FUND requirements;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lower Alloways Creek that it does hereby appoint Lance Kaufmann as Municipal Safety Coordinator.

The motion appointing a safety coordinator to the Gloucester, Salem, Cumberland Counties Joint Insurance Fund for 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-25 a resolution appointing contact persons for the employment Practices Liability Helpline of the Gloucester, Salem, Cumberland Counties Joint Insurance Fund for 2020.

RESOLUTION 2020-25

A RESOLUTION APPOINTING A CONTACT PERSON FOR THE EMPLOYMENT PRACTICES LIABILITY HELPLINE OF THE GLOUCESTER, SALEM, CUMBERLAND COUNTIES MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the Governing Body of the Township of Lower Alloways Creek hereinafter referred to as "MUNICIPALITY" , is a member of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund, hereinafter referred to as "FUND"; and,

WHEREAS, the FUND has purchased Employment Practices Liability coverage from XL Insurance Company; and

WHEREAS, XL Insurance has arranged for the Fund members to have access to an EPL HELPLINE service and;

WHEREAS, the HELPLINE will provide the following services;

- Attorneys will answer *specific* HR and Employment Law questions
  - Confidential and timely responses
  - Attorney client privilege
  - Via Website/E-mail
  - By Telephone with written follow up response
- On Line Training
  - Managers/Supervisors
  - Slides, Audio, File Downloads
  - Small Chapters
  - Certificates of Completion
- Additional On Line Resources
  - Question of The Month
  - Case of The Month
  - HR Alerts via e-mail and posted on website
  - Federal/State News Updates
  - HR Posters
  - Model Policies/Handbook

WHEREAS, the FUND requires the MUNICIPALITY to designate specific managerial or supervisory individuals who will have access to the HELPLINE;

NOW THEREFORE, be it resolved that the governing body of the Township of Lower Alloways Creek does hereby appoint Ronald L Campbell Sr. as its Contact Person.

BE IT FURTHER RESOLVED that the governing body does hereby appoint Kevin Clour as their additional Contact Person.

The motion appointing contact persons for the employment Practices Liability Helpline of the Gloucester, Salem, Cumberland Counties Joint Insurance Fund for 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-26 a resolution appointing an investment advisor.

RESOLUTION 2020-26

A RESOLUTION APPOINTING AN INVESTMENT ADVISOR FOR THE YEAR 2020

WHEREAS, the Township of Lower Alloways Creek desires to acquire the Professional Services of an Investment Advisor, under provisions of the Local Contracts Law N.J.S.A. 40A:11-2(6), and;

WHEREAS, the Purchasing Agent has determined and certified to writing that the value of the acquisition will not exceed $17,500

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lower Alloways Creek, in the County of Salem and the State of New Jersey as follows:

31. The Township Committee hereby appoints for the year 2020 David R. Kotok, of Cumberland Advisors for Investment Advise
32. The anticipated term of this contract is one (1) year
33. The Certification of Political Contributions has been received no later than 10 days prior to the appointment as described by law.
34. Certification of funds from the CFO has been or will be received stating that funds will be encumbered by Purchase Order as required pursuant to N.J.A.C. 5:30-5.4
35. Said appointment is made without competitive bidding as a professional service under the provisions of the Local Public Contracts Law, because it is performed by a person authorized by law to practice a recognized profession whose practices are regulated by law
36. The Mayor and Clerk are hereby authorized and directed to execute agreements with the aforesaid in connection with such professional services
37. A copy of this resolution shall be published in "South Jersey Times", as required by law, within ten (10) days of the date of the passage of this resolution or in lieu thereof.

The motion authorizing additional insurance coverages passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-27 a resolution appointing an investment advisor for the year 2020.

RESOLUTION 2020-27
A RESOLUTION ADOPTING THE CASH MANAGEMENT PLAN
FOR THE YEAR 2020

WHEREAS, the Township Committee of the Township of Lower Alloways Creek is required to adopt a Cash Management Plan on an annual basis; and

WHEREAS, such plan has been prepared in accordance with the requirements of the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Lower Alloways Creek that the Cash Management Plan on file in the Clerk's office and hereby attached to this resolution be adopted for the year 2020.

CASH MANAGEMENT PLAN
TOWNSHIP OF LOWER ALLOWAYS CREEK

WHEREAS, State Law concerning the investment of local government funds, known as Chapter 148, P.L. 1997, was signed into law and:

WHEREAS, in order to comply with said amendment to the law, this resolution is necessary.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Lower Alloways Creek, County of Salem, New Jersey, that for the Year 2020, the following shall serve as the Cash Management Plan of the Township of Lower Alloways Creek.

1. CASH MANAGEMENT AND INVESTMENT OBJECTIVES.

   The Township of Lower Alloways Creek objectives in this area are:

   A. Preservation of Capital
   B. Adequate safekeeping of assets
   C. Maintenance of liquidity to meet operating needs
   D. Diversification of the Township's portfolio to minimize risks associated with individual investments.
   E. Maturity requirements to meet timing of maturity of investments to match the need for cash.
   F. Investment of assets in accordance with State and Federal Laws and Regulations
   G. Compliance with all current Township Code and Ordinances as they apply to investing, purchasing and payment for goods and services.

2. DESIGNATION OF OFFICIAL DEPOSITORIES AND CUSTODIAN

   A. The following Government Unit Depository Protection Act approved banks are authorized depositories for the deposit of funds.

      1. Fulton Bank (formerly The Bank), Woodstown, NJ
      2. Susquehanna Bank, Bridgeton, NJ
      3. TD Bank North, Salem, NJ
      4. Commerce Bank, Cherry Hill, NJ
      5. Franklin Savings Bank, Salem, NJ
      6. Pennsville National Bank, Pennsville, NJ
      7. Citizens Bank, Marlton, NJ
      8. Bank of America Bank, Marlton, NJ
      9. New Jersey Cash Management Fund
      10. Any other financial institutions with a current Governmental Unit Deposit Protection Act (GUDPA) certificate.

   B. Kevin Clour, Chief Financial Officer of the Township of Lower Alloways Creek is hereby designated custodian of all funds of this municipality and is directed to deposit such funds in one or more of the preceding banks for investment or reinvestment thereof.

   C. Designated official depositories are required to submit to the Chief Financial Officer, a copy of the Governmental Unit Deposit Protection Act Notification of Eligibility, which is filed semi-annually with the Department of Banking each June 30th and December 31st.

   D. Designated official depositories are required to summit to the Chief Financial Officer a copy of the institution's Annual Report on an annual basis.
   E. The Chief Financial Officer, Municipal Clerk and Mayor shall be the signatories to all bank accounts.

3. CASH MANAGEMENT

1. All funds shall be deposited within 48 hours of receipt in accordance with N.J.S.A. 40A:5-15.
2. The Chief Financial Officer shall minimize the possibility of idle cash accumulating in accounts by assuring that the amounts in excess of negotiated compensating balances are kept in interest bearing accounts or promptly swept into the investment portfolio.
3. The method of calculating banking fees and compensating balances shall be reviewed on a monthly basis.
4. Investment decisions shall be guided by cash flow projections prepared by the Chief Financial Officer.
5. Checks in payment of approved claims shall be signed by the Mayor, Clerk and Chief Financial Officer or as designated by Township Code or Ordinance.

4. PERMISSIBLE INVESTMENTS
   1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America.
   2. Government money market funds.
   3. Any federal agency or instrumentality obligations authorized by congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors.
   4. Bonds or other obligations of the local unit or school districts of which the local unit is a part.
   5. Any other obligations with maturities not exceeding 397 days, as permitted by the division of Investments.
   6. Local Government investment pools.
   7. New Jersey State Cash Management Fund.
   8. Repurchase agreements of fully collateralized securities

5. AUTHORITY FOR INVESTMENT MANAGEMENT

   1. The Chief Financial Officer and or his / her designee in their absence, is authorized and directed to make investments and reinvestments on behalf of the Township; with the advice, consultation and recommendations of the Finance and Investment Committee. All investment decisions shall be consistent with this plan and all appropriate regulatory constraints.

6. SAFEKEEPING.
   1. Securities purchased on behalf of the Township shall be delivered electronically or physically to the Township's custodial bank, which shall maintain custodial and or safekeeping accounts for such investments on behalf of the Township.

7. RESPONSIBILITIES

   The Chief Finance Officer or Designee of the Chief Finance Officer:

   1. Shall ensure that all funds held by the Township are safeguarded in accordance with these procedures and applicable law.
   2. Shall maximize the Township's interest income by prudently investing funds in excess of immediate needs in assets providing a high level of security for both principal and interest earnings, and in accordance with the rules and regulations of the State of New Jersey.
   3. Shall maintain records and control of all Township bank accounts, petty cash and change funds, investments, and certificate of deposits.

4. Shall ensure adequate separation of duties between authority to transfer or invest funds and the responsibility for recording in, accounting for and reconciling the Township's ledgers and other books of account.
5. Shall provide a monthly report that provides the summary of financial balances for revenues and appropriations.
6. Shall provide a report that summarizes investment made or redeemed in the past month, each organization holding local unit funds, and the amount of securities purchased or sold, class or type of securities purchased, book value, earned income, fees incurred, and market value of all investments as of the report date, and any other information that the governing body may request or the CFO deems prudent to report.

8. REPORTING
1. The Chief Financial Officer shall report to the Township Committee all purchases of investments and reinvestments in accordance with N.J.S.A. 40A: 5-15.2., such reports shall be made monthly and be included in the minutes of the Regular Monthly Township Committee Meeting

9. AUDIT
The Cash Management Plan shall be subject to annual audit conducted pursuant to N.J.S.A. 40A: 5-14.

The motion adopting a Cash Management Plan for the year 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Palombo, Bradway) for Resolution 2020-28 a resolution to establish Custodians for certain Petty Cash Funds during 2020.

RESOLUTION 2020-28
A RESOLUTION ESTABLISHING CUSTODIANS FOR CERTAIN PETTY CASH FUNDS FOR THE YEAR 2020

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund, and,

WHEREAS, The Township of Lower Alloways Creek has established certain Petty Cash Funds approved by the Director of the Division of Local Government Services; and

WHEREAS, the Township Committee desires to formally re-establish the amounts and custodians of such funds.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Lower Alloways Creek does hereby re-establish the following approved Petty Cash Funds with the Custodians so named:

BE IT FURTHER RESOLVED that said petty cash funds shall be subject to inspection by the Chief Financial Officer at any time and shall such funds be turned over to the Chief Financial Officer by the end of the 2020 year.

BE IT FURTHER RESOLVED that all custodians of Petty Cash Funds shall be bonded and subject to all Codes and Ordinances of the Township of Lower Alloways Creek with regards to purchases made.

PETTY CASH FUND NAME	CUSTODIAN	AMOUNT
Purchasing Agents Petty Cash Fund	Kevin Clour	$300.00
Senior Kitchen Petty Cash Fund	Tracy Hitchner	$100.00
Police Petty Cash Fund	Chief Richard Venable	$200.00
Public Works Petty Cash Fund	Lewis Fogg	$500.00

The motion to establish Custodians for certain Petty Cash Funds during 2020 passed a vote of the Committee as follows: 4-0-1

Ayes: Palombo, Bradway, Collier and Mayor Pompper
Nays: none Abstain: Venable Absent: none

Motion (Venable, Bradway) for Resolution 2020-29 a resolution establishing the rate of interest on delinquent taxes and others charges for the year 2020.

RESOLUTION 2020-29
A RESOLUTION ESTABLISHING THE RATE OF INTEREST TO BE CHARGED ON DELINQUENT TAXES AND OTHER CHARGES FOR THE YEAR 2020

WHEREAS, RS 54:4-66 states that taxes shall be payable in quarterly installments on the first day of February, May, August and November, and shall become delinquent after the tenth day of February, May, August and November; and

WHEREAS, RS 54:4-67 provides that the governing body may, by Resolution, fix the rate of interest to be charged for the non-payment of taxes or assessments on or before the date they would become delinquent

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Lower Alloways Creek does hereby establish that the rate of interest to be charged for the non-payment of taxes, sewer fees or assessments after the above quarterly due dates, when interest becomes chargeable, shall be at 8% per annum on the first $1,500.00 for delinquency, and 18% per annum on any amount in excess of $1,500.00. Additionally any taxes and sewer fees in excess of $10,000 remaining in arrears beyond December 31st, 2020, an additional penalty of 6% shall be charged against the delinquency

The motion for Resolution 2020-29, establishing the rate of interest on delinquent taxes and others charges for the year 2020 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-31 a resolution to adopt a Temporary 2020 Budget.

A RESOLUTION TO ADOPT A 2020 TEMPORARY BUDGET IN THE AMOUNT OF $ 2,314,231.00

WHEREAS, N.J.S.A. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2020 Budget, Temporary Appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January, 2020; and

WHEREAS, one-fourth of the Total Appropriations in the 2019 Budget, exclusive of any appropriations made for Interest and Debt Redemption, Capital Improvement Fund and Public Assistance in said 2020 Temporary Budget in the sum of $2,314,231.00; and

NOW, THEREFORE, BE IT RESOLVED that the following appropriations be made and a certified copy of this resolution be transmitted to the Chief Financial Officer for his records:

	S &W	OE
PURCHASING	$11,000.00	$800.00
MAYOR & COUNCIL	$13,000.00	$1,000.00
ADMINISTRATIVE AND EXECUTIVE	$23,000.00	$6,500.00
PRINTING AND LEGAL ADVERTISING		$1,300.00
FINANCIAL ADMINISTRATION	$11,000.00	$30,000.00
ASSESSMENT OF TAXES	$6,000.00	$1,000.00
AUDIT SERVICES		$18,000.00
COLLECTION OF TAXES	$6,000.00	$2,000.00
LEGAL SERVICES AND COSTS		$7,000.00
ENGINEERING SERVICES & COSTS		$2,000.00
PLANNING BOARD	$1,500.00	$2,000.00
ZONING BOARD OF ADJUSTMENT	$1,500.00	
CONSTRUCTION CODE OFFICIAL	$5,000.00	$600.00
PLUMBING INSPECTIONS	$1,000.00	
FIRE INSPECTIONS	$1,500.00	$725.00
ELECTRICAL SUBCODE OFFICIAL	$2,000.00	
SURETY BOND PREMIUMS		$3,000.00
WORKERS COMPENSATION INSURANCE		$60,000.00
GROUP PLAN FOR EMPLOYEES		$450,000.00
SELF INSURANCE FUND		$11,577.00
UNEMPLOYMENT COMPENSATION INS.		$6,000.00
POLICE	$430,000.00	$25,000.00
OFFICE OF EMERGENCY MANAGEMENT	$5,000.00	$800.00
FIRE DEPARTMENT		$7,000.00
AMBULANCE SQUAD		$6,000.00
MUNICIPAL PROSECUTOR		$4,000.00
ROAD REPAIRS & MAINTENANCE	$175,000.00	$30,000.00
SUPERVISION OF PUBLIC WORKS	$25,000.00	$3,000.00
MUNICIPAL GARAGE		$40,000.00
GARBAGE AND TRASH REMOVAL	$38,000.00	$38,000.00
RECYCLING	$10,000.00	$18,800.00
PUBLIC BUILDINGS AND GROUNDS		$12,000.00
BOARD OF HEALTH		$1,000.00
MOSQUITO CONTROL		$2,000.00

DOG REGULATION		$5,000.00
TIDELANDS LICENSE AND LEASE FEE		$8,500.00
PARKS AND PLAYGROUNDS		$2,000.00
HISTORICAL SITES		$2,000.00
HOUSING PROGRAM		$14,000.00
SENIOR CITIZEN LUNCH PROGRAM	$18,000.00	$18,000.00
ELECTRICITY		$50,000.00
STREET LIGHTING		$15,000.00
TELEPHONE AND TELEGRAPH		$15,000.00
HEATING OIL		$40,000.00
SEWER SYSTEM	$2,000.00	$55,000.00
GASOLINE		$60,000.00
CONTRIBUTION PERS		$112,728.00
POLICE & FIRE RETIREMENT SYSTEM		$271,401.00
SOCIAL SECURITY SYSTEM		$50,000.00
CLEAN COMMUNITIES		$3,000.00
MUNICIPAL COURT	$13,000.00	$1,000.00
PUBLIC DEFENDER		$2,000.00
OTHER EXPENSE TOTALS		$1,515,731.00
SALARY & WAGE TOTALS	$798,500.00	
TOTAL	$2,314,231.00	

The motion to adopt a Temporary 2020 Budget of $2,314,231.00 passed a vote of the Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Mayor Pompper
Nays: none Abstain: none Absent: none

COMMITTEE COMMENTS

Mayor Pompper wished everyone a Happy & Healthy New Year and thanked the Committee for their support.
Mayor Pompper stated that the current group of committee is a pleasure to work with.
Mayor Pompper stated that all the departments, Public Works & Police and Emergency Services, Fire & Ambulance are working quite well together and it is a pleasure to work with everyone.

Mr. Collier thanked those that vote for him and wished everyone a Happy New Year.

Mr. Bradway wished everyone a Happy New Year.

Mr. Palombo thanked those that supported him and wished everyone a Happy New Year.

Mr. Venable wished everyone a Happy and Healthy New Year.

PUBLIC COMMENT

No one from the public indicated that they wished to make any comments

ADJOURNMENT

Motion (Venable, Bradway) to adjourn the meeting at 10:23 a.m.
The motion to adjourn the meeting passed unanimously.

Minutes of the January 1, 2020 Reorganization Meeting were approved at a Regular Township Committee Meeting held January 21, 2020

ATTEST: LOWER ALLOWAYS CREEK TOWNSHIP

_____ _____

Ronald L Campbell Sr. Clerk Mayor, Ellen B. Pompper