

**AGENDA FOR THE ORGANIZATION MEETING OF THE MAYOR AND  
COMMITTEE OF THE TOWNSHIP OF WANTAGE, HELD AT THE WANTAGE  
TOWNSHIP MUNICIPAL BUILDING, 888 STATE HIGHWAY ROUTE 23,  
WANTAGE, N.J., ON JANUARY 7, 2016**

**1. CALL TO ORDER**

Clerk will call the meeting to order.

**2. OATH OF OFFICE**

- a. Clerk will read the "Statement of Determination" of the Board of County Canvassers, for the Election held on November 3, 2015.
- b. Clerk will administer the Oath of Office to Committeeman-elect William Gaechter for a three-year term as Committee Member of the Township of Wantage.

**3. ROLL CALL OF TOWNSHIP COMMITTEE MEMBERS FOR THE YEAR 2016**

**4. COMMITTEE APPOINTMENT: MAYOR FOR THE YEAR 2016**

Clerk will open the floor for Committee nominations to the position of Mayor for 2016.

The newly selected Mayor for 2016 shall assume the Mayor's seat, at this time.

**5. OPEN PUBLIC MEETINGS ACT COMPLIANCE**

The Mayor will state, "This meeting is being held in compliance with the provisions of the Open Public Meetings Act, Public Laws of 1975, Chapter 231. It has been properly advertised and certified by the Clerk".

**6. FLAG SALUTE**

The Mayor will invite all persons present to participate in the Pledge of Allegiance to the United States Flag.

**7. COMMITTEE APPOINTMENT: DEPUTY MAYOR FOR THE YEAR 2016**

The Mayor will open the floor for Committee nominations to the position of Deputy Mayor for 2016.

**8. BOARDS, COMMISSIONS, AND COMMITTEES**

a. ***LAND USE BOARD***

The Mayor shall announce appointments to the Land Use Board, as follows:

To Be Determined, Class I member, for a term running thru 12/31/16  
(Class I member must be either the Mayor or a Mayor's Designee)  
Patrick Stefanelli, Class II member, for a term running thru 12/31/16  
Larry Bono, Class IV Member for a term running thru 12/31/19

The Mayor shall open the floor to the Committee, for the Class III appointment to the Land Use Board, for a one-year term running through 12/31/16. Committee members shall choose a Class III appointment from among themselves.

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MAYOR & COMMITTEE OF THE TOWNSHIP OF WANTAGE, HELD ON 01/07/16**

**9. BOARDS, COMMISSIONS, AND COMMITTEES**

***b. BOARD OF RECREATION COMMISSIONERS***

The Mayor shall announce appointments to the Board of Recreation Commissioners, as follows:

- Christine Keller, Regular Member, for a term running thru 12/31/20
- Nancy Nolte, Regular Member, for a term running thru 12/31/20
- Cara Mia Konzel, Alternate #1, for a term running through 12/31/2017

***c. COMMITTEE APPOINTMENTS***

The Mayor shall make known nominations for appointment to the various boards, agencies and commissions of the Township, as follows:

**BOARD OF HEALTH**

Peter Lindsay, Regular member, for a term running thru 12/31/20

**EMERGENCY MANAGEMENT COMMITTEE**

Emergency Management Coordinator	Joseph Konopinski	thru 12/31/17
Deputy Coordinator #1	Edward Vander Berg	thru 12/31/16
Deputy Coordinator #2	Thomas Madsen	thru 12/31/16
F.A.S., EMC member	Bill DeBoer	thru 12/31/16
F.A.S., EMC Alternate	Joseph Martin	thru 12/31/16
Damage Assessment	Patrick Stefanelli	thru 12/31/16
Fire Chief, EMC member	Larry Bono	thru 12/31/16
Facilities, EMC Member	Amy Heater	thru 12/31/16
Communications, EMC Member	William Gebhart	thru 12/31/16
Communications, EMC Member	Michael Puskas Sr.	thru 12/31/16
DPW Supt., EMC Member	Claude Wagner	thru 12/31/16
Sanitarian, EMC Member	Michael Plaza	thru 12/31/16
Finance/Resource Mgt., EMC Member	Michelle La Starza	thru 12/31/16
Resource Management	Jon Morris	thru 12/31/16
Mayor, EMC Member	TBA	thru 12/31/16
Public Information Officer	James Doherty	thru 12/31/16
Media	New Jersey Herald	thru 12/31/16
Evacuation	Leroy Little	thru 12/31/16
Operations, EMC Member	Donald Slate	thru 12/31/16
Operations, EMC Member	Joseph A. Konopinski	thru 12/31/16
Operations, EMC Member	Leo Kinney	thru 12/31/16
Liaison, Forest Fire Service	Mike Clark	thru 12/31/16

d. The Committee shall take action to confirm the Mayor's nominations, as shown above.

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**10. PROFESSIONAL APPOINTMENTS**

- a. The Mayor shall offer nominations for professional appointments of the Township in 2016, as follows:

Township Judge:	Glenn T. Gavan	thru 12/31/17
Township Attorney:	Glenn Kienz	thru 12/31/16
Township Bond Counsel:	Edward McManimon	thru 12/31/16
Township Auditor:	Thomas Ferry	thru 12/31/16
Township Architect:	Charles Schaffer	thru 12/31/16
Township Prosecutor:	William Haggerty	thru 12/31/16
Township Engineer:	Harold Pellow	thru 12/31/18
Township Public Defender:	James P. Sloan	thru 12/31/16

- b. A motion is in order for the Committee to confirm the Mayor's nominations.

**11. MAYOR'S APPOINTMENTS**

- a. At this time, The Mayor will present nominations for appointment to the various positions of Township Government for the year 2016, as follows:

Subdivision Approval Certification Officer:	James R. Doherty
Recycling Coordinator:	James R. Doherty
Assessment Search Officer:	James R. Doherty
Qualified Purchasing Agent:	James R. Doherty
Municipal Affordable Housing Liaison:	James R. Doherty
Public Agency Compliance Officer for Affirmative Action:	James R. Doherty
Municipal Chief Finance Officer: – 4 year apt thru 12/31/19	Michelle LaStarza
PERS/PFRS Certifying Agent:	Michelle LaStarza
Tax Search Officer:	Melissa Caton
Tax Collector thru 12/31/18	Melissa Caton
Principal Public Works Manager:	Claude Wagner
Animal Control Officer:	John Abate
Risk Management Consultant – Health Benefits:	Frank Covelli, PIA
Risk Management Consultant – Statewide Insurance Fund:	Scott Readlinger, HUB
Emergency 911 Coordinator:	Joseph Konopinski

- b. A motion is in order for the Committee to confirm the Mayor's nominations.

**12. OPEN SPACE ADVISORY COMMITTEE**

- a. At this time, The Mayor will present nominations for appointment of members to the 2016 Open Space Advisory Committee of Wantage Township:

Mr. Ronald Bassani, 6 Roberts Way  
Ms. Victoria Gill, 47 Courtright Road  
Mr. Thomas P. Davis, 63 Walnut Street  
Ms. Diane Snure, 150 Mt. Salem Road  
Mr. Douglas Ricker, Beemer Road  
Mr. Patrick Stefanelli, 168 Clove Road

- b. A motion is in order for the Committee to confirm the Mayor's nominations.

**13. RECOGNITION OF LINE OFFICERS**

At this time, The Mayor will introduce, recognize and provide the opportunity for taking the Oath of Allegiance for those Line Officers present from the Wantage Fire Department and Wantage First Aid Squad.

**14. APPROVAL OF CONSENT AGENDA**

- a. The Mayor will request that the Committee REVIEW THE CONSENT AGENDA. If any member of the Committee wishes an item on the consent agenda to be discussed and considered separately, a motion to this effect shall be so made, at this time.
- b. After the Committee members have had an opportunity to review the consent agenda and offer requests for changes, The Mayor will request a MOTION TO APPROVE THE CONSENT AGENDA.

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MAYOR & COMMITTEE OF THE TOWNSHIP OF WANTAGE, HELD ON 01/07/16**

15. **MAYOR'S STATEMENT**

The Mayor will address the Committee and the public with remarks concerning priorities and goals for the Township of Wantage in 2016.

16. **COMMITTEE COMMENTS**

The Mayor will invite each member of the Committee to offer remarks concerning 2016 Committee goals and priorities.

17. **OPEN PUBLIC SESSION**

The Mayor will open the meeting to the public, for any questions or comments involving the good and welfare of the community.

18. **ADJOURNMENT**

A motion is in order to adjourn the Organization meeting and commence the First Regular Meeting of the Year.

**2016 Line Officers**

**Wantage Fire Department**

Larry Bono -	Department Chief
Justin Vander Groef -	Deputy Chief - Beemerville
Alex Rubin -	Deputy Chief - Colesville
Mark Snook -	Captain - Beemerville
Scott Paladino -	Captain - Colesville
Charles Rokosny -	1st Lieutenant - Beemerville
Todd Tarrant -	1st Lieutenant - Colesville
Griff Adkins -	2nd Lieutenant - Beemerville
Steve Merck -	2nd lieutenant - Colesville
Harry Festa -	Safety Officer - Beemerville
John Cannici -	Safety Officer - Colesville
Joe Marrocco -	Fire Police Captain
Ben Langevin -	Fire police Lieutenant

**Wantage Township First Aid Squad**

Captain:	Joseph Martin
1st Lieutenant:	Michael Puskas
2nd Lieutenant:	Christopher Little
Training Officer:	Kayla Ouellette
President:	William DeBoer
Vice President:	Cathy Toth
Secretary:	Krina Hemsworth
Treasurer:	Trudy Congdon
Engineer:	Robert Kohle

**CONSENT AGENDA FOR THE ORGANIZATION MEETING OF THE MAYOR & COMMITTEE OF THE TOWNSHIP OF WANTAGE HELD ON JANUARY 7, 2016**

ALL MATTERS LISTED BELOW ARE CONSIDERED TO BE ROUTINE IN NATURE AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THE ITEMS. IF ANY DISCUSSION IS DESIRED, THAT PARTICULAR ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED SEPARATELY.

**I. PROFESSIONAL SERVICES RESOLUTIONS**

A motion is in order for the Committee to pass A PROFESSIONAL SERVICES resolution for various professional services.

**II. TEMPORARY BUDGET**

A motion is in order to adopt the 2016 local temporary budget for the Township of Wantage, as per the attached resolution.

**III. RATES OF INTEREST**

A motion is in order to establish the rate of interest to be charged for non-payment of taxes and utilities, on or after the date when they would become delinquent, as per the attached resolution.

**IV. OVERPAYMENT/UNDERPAYMENT OF TAXES**

A motion is in order to authorize the Tax Collector to cancel of record any overpayment or underpayment of taxes and utilities in the amount of \$10.00 or less for the calendar year 2016, in accordance with the provisions of N.J.S.A 40A: 5-17.1.

**V. CASH MANAGEMENT PLAN**

A motion is in order to adopt the Cash Management Plan of the Township of Wantage for 2016.

**VI. OFFICIAL DEPOSITORIES**

A motion is in order to designate banks as the Official Depositories for Township funds in 2016.

**VII. MEETING DATES**

A motion is in order to establish the regular meeting nights of the Mayor and Committee for calendar year 2016, as per the attached resolution.

**VIII. OPEN PUBLIC MEETINGS ACT COMPLIANCE**

A motion is in order to approve a resolution of compliance with the Provisions of the Open Public Meetings Act for 2016, as per the attached text of resolution.

**IX. OFFICIAL SIGNATORIES**

A motion is in order to adopt a resolution establishing the Mayor and/or Deputy Mayor, Administrator Clerk, and Township Chief Finance Officer as the authorized individuals for withdrawal of funds from Township Depositories.

**X. OFFICIAL NEWSPAPERS**

A motion is in order to designate the New Jersey Herald, the New Jersey Sunday Herald, and the Newark Star Ledger as official newspapers of the Township of Wantage for the year 2016.

**XI. DEFENSE AGAINST TAX APPEALS**

A motion is in order to authorize the Township Attorney and the Township Tax Assessor to defend the Township of Wantage against all tax appeals filed during calendar year 2016.

**XII. ESTABLISHING LEGAL HOLIDAYS**

A motion is in order to establish the Legal Holidays to be observed within the Township of Wantage for calendar year 2016.

**XIII. ACCEPTING INSURANCE BONDS**

A motion is in order to approve the Insurance Bonds for various municipal officials and the Blanket Bond covering all Bondable officials for calendar year 2016.

**XIV. AUTHORIZING PURCHASING AUTHORITY OF THE ADMINISTRATOR CLERK**

A motion is in order authorizing the Administrator Clerk, as the Qualified Purchasing Agent, to have discretionary spending authority of up to \$5,000 on any given purchase or project during calendar year 2016, with any proposed expenditure above this amount being brought to the governing body for authorization prior to the issuance of a purchase order.

**XV. NAMING STATEWIDE INSURANCE FUND REPRESENTATIVE**

A motion is in order confirming the Administrator Clerk as the Wantage Township Commissioner for the Statewide Insurance Fund for calendar year 2016.

**XVI. NAMING SAFETY/LOSS PREVENTION REPRESENTATIVE**

A motion is in order confirming the Administrator Clerk as the Wantage Township Safety & Loss Prevention Representative for the Statewide Insurance Fund for calendar year 2016.

**XVII. AUTHORIZING THE TREASURER TO PAY BILLS BETWEEN MEETINGS**

A motion is in order authorizing the Treasurer to pay bills involving statutory requirements and contractual obligations, as of their due dates, rather than waiting until the next available regularly scheduled meeting.

# TOWNSHIP OF WANTAGE RESOLUTION

## *Open Public Meetings Act - Resolution of Compliance*



WHEREAS, the Mayor and Committee of the Township of Wantage desire to continue to keep the public informed of its activities and comply with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.,

NOW, THEREFORE, BE IT RESOLVED,

- (A) The Mayor and Committee of the Township of Wantage, in the County of Sussex, New Jersey, hereby announce that they shall hold their regular 2016 meetings and the 2017 Organization Meeting at the Municipal Building, 888 State Highway Route 23, in the Township of Wantage at the dates and times set forth on the schedule attached hereto and made a part hereof.
- (B) The newspapers, to which all notices required by the aforesaid Act are to be sent, shall be the New Jersey Herald, and the Newark Star Ledger.
- (C) The public place at which all notices shall be posted shall be the bulletin board situated in the Wantage Municipal Building.
- (D) Any person requesting copies of any regular meeting schedule or revision and any advance written notice of any regular, special or rescheduled meeting, in accordance with the aforesaid act, shall be charged in accordance with the existing fee schedule of the Township of Wantage for each and every notice to be so mailed. No notice shall be mailed to any person unless prepayment of the aforesaid annual charge has been received. The Clerk, upon request for notice of regular and special meeting shall estimate the number of special meetings to be called, based on the previous year, and require of person(s) seeking notice, to deposit the appropriate sum with the Clerk. If said sum be expended at the rate set forth, applicants will be requested by the Township Clerk to deposit a reasonable sum for additional notices. No refunds will be made of unexpended amounts. Notwithstanding the foregoing, any notices requested by the news media shall be mailed to the news media, free of charge.
- (E) The rules of procedure by which this body operates are hereby amended to provide that at the commencement of every meeting, the presiding person shall announce publicly, and shall cause to be entered in the Minutes, a statement to the effect that adequate notice of the meeting has been provided, specifying the time, place and manner in which such notice was provided; or, if adequate notice was not provided, the nature of the urgency and importance of the matter to be discussed and the substantial harm to the public interest likely to result in the event of a delay; that the meeting will be limited to discussion of such matter of urgency and importance; the time, place and manner in which notice of the meeting was provided; and either that the need for such a meeting could not reasonably have been foreseen at the time when adequate notice could have been provided and specifying the reason why such could not have been foreseen or alternately that such need could have reasonably been foreseen at a time when adequate notice could have been provided, that such notice was not provided and the reason therefore.
- (F) The Clerk shall forthwith post a copy of this resolution and schedule included herewith upon the bulletin board of the Municipal Building and transmits copies thereof to the newspapers designated herein.



CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Committee of the Township Of Wantage, New Jersey, at a meeting held on January 7, 2016.

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James R. Doherty, Administrator/Clerk

**MAYOR AND COMMITTEE OF THE TOWNSHIP OF WANTAGE  
SCHEDULE OF 2016 MEETINGS AND FIRST 2016 REGULAR MEETING**

**LOCATION:** Wantage Township Municipal Building, 888 State Route 23, Wantage, New Jersey 07461

<b><u>DATE:</u></b>	<b><u>TYPE OF MEETING</u></b>	<b><u>TIME</u></b>
January 7, 2016	Organization Meeting Regular Meeting	7:00 p.m. immediately thereafter.
January 14, 2016	Budget Work Session	3:00 p.m.
January 28, 2016	Regular Meeting	7:00 p.m.
February 4, 2016	Budget Work Session	3:00 p.m.
February 11, 2016	Regular Meeting	7:00 p.m.
February 25, 2016	Regular Meeting	7:00 p.m.
March 10, 2016	Regular Meeting	7:00 p.m.
March 24, 2016	Regular Meeting	7:00 p.m.
April 14, 2016	Regular Meeting	7:00 p.m.
April 28, 2016	Regular Meeting	7:00 p.m.
May 12, 2016	Regular Meeting	7:00 p.m.
May 26, 2016	Regular Meeting	7:00 p.m.
June 9, 2016	Regular Meeting	7:00 p.m.
June 23, 2016	Regular Meeting	7:00 p.m.
July 14, 2016	Regular Meeting	7:00 p.m.
August 11, 2016	Regular Meeting	7:00 p.m.
September 8, 2016	Regular Meeting	7:00 p.m.
September 22, 2016	Regular Meeting	7:00 p.m.
October 13, 2016	Regular Meeting	7:00 p.m.
October 27, 2016	Regular Meeting	7:00 p.m.
November 10, 2016	Regular Meeting	7:00 p.m.
December 8, 2016	Regular Meeting	7:00 p.m.
Thursday, January 5, 2017	Organization Meeting Regular Meeting - immediately following Organization Meeting	7:00 p.m.



**TOWNSHIP OF WANTAGE RESOLUTION**

BE IT RESOLVED, by the Township Committee of the Township Of Wantage, that the following dates shall be recognized as official Township Holidays for calendar year 2016, during which municipal offices shall be closed to the public in recognition of the said Holidays:

Friday, January 1, 2016	New Year's Day
Monday, January 18, 2016:	Martin Luther King Jr. Day
Monday, February 15, 2016:	President's Day
Friday, March 25, 2016:	Good Friday
Monday, May 30, 2016:	Memorial Day
Monday, July 4, 2016:	Independence Day
Monday, September 5, 2016:	Labor Day
Friday, November 11, 2016:	Veterans Day
Thursday, November 24, 2016:	Thanksgiving Day
Friday, November 25, 2016:	Day after Thanksgiving
Friday, December 23, 2016	Christmas Eve (Observed)
Monday, December 26, 2016:	Christmas (Observed)

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CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Committee of the Township Of Wantage, New Jersey, at a meeting held on January 7, 2016.

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James R. Doherty, Administrator/Clerk

**TOWNSHIP OF WANTAGE RESOLUTION**

BE IT RESOLVED, by the Mayor and Committee of the Township of Wantage, in the County of Sussex, New Jersey, that the Professional Services Award Resolution previously adopted on January 7, 2016 is hereby amended as follows:

The following contracts be and they are hereby approved without the need for public advertisement of bids and bidding thereof:

- Awarded to: Glenn Kienz, of the law firm Weiner Lesniak of Parsippany, NJ  
Services: Township Attorney  
Duration: calendar year of 2016  
Amount: \$175 per hour
  
- Awarded to: Edward McManimon, of the law firm McManimon & Scotland of Newark, NJ  
Services: Township Bond Counsel.  
Duration: calendar year of 2016.  
Amount: \$215 per hour; additional fees vary based on fee schedule attached to contract
  
- Awarded to: Harold E. Pellow of the Firm of Harold E. Pellow and Associates, of Augusta, N.J.  
Services: Township Engineer.  
Duration: calendar year of 2016.  
Amount: \$125 per hour; additional fees vary based on fee schedule attached to contract
  
- Awarded to: Thomas Ferry, of the Accounting & Auditing firm Ferraioli, Wielkotz, Cerullo & Cuva of Newton, N.J.  
Services: Township Auditor.  
Duration: calendar year of 2016.  
Amount: \$28,050; additional fees vary based on fee schedule attached to contract
  
- Awarded to: William Haggerty, of the law firm Dolan & Dolan of Newton, N.J.  
Services: Township Prosecutor.  
Duration: calendar year of 2016.  
Amount: \$41,500
  
- Awarded to: James Sloan, Esq., of Allamuchy, N.J.  
Services: Public Defender  
Duration: calendar year of 2016.  
Amount: \$12,000 per year

BE IT FURTHER RESOLVED, in accordance with the requirements of N.J.S.A. 40A:11-5, the Township Clerk is hereby directed to post a copy of this resolution on the bulletin board of the Township Hall, and publish a brief public notice stating the nature, duration, service and amount of the contracts herein awarded, and stating that said contract and this resolution are on file and available for public inspection in the office of the Municipal Clerk.



CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Committee of the Township of Wantage, New Jersey, at a meeting held on January 7, 2016.

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James R. Doherty, Administrator/Clerk

## 2016 COMPLIANCE STATEMENT: PAY TO PLAY

Awarded to: Glenn Kienz, of the law firm Weiner Lesniak of Parsippany, NJ  
Services: Municipal Attorney  
Pay to Play Status: This firm has disclosed that they have not made any reportable contributions applicable under the requirements set forth by N.J.S.A.19:44A-20.5 et seq. As such, the award of contract herein is consistent with the requirements of said statute.

Awarded to: Edward McManimon, of the law firm McManimon & Scotland of Newark, NJ  
Services: Bond Counsel  
Pay to Play Status: This firm has disclosed that they have not made any reportable contributions applicable under the requirements set forth by N.J.S.A.19:44A-20.5 et seq. As such, the award of contract herein is consistent with the requirements of said statute.

Awarded to: Harold Pellow of the Firm of Harold E. Pellow and Associates, of Augusta, N.J.  
Services: Township Engineer.  
Pay to Play Status: This firm has disclosed that they have not made any reportable contributions applicable under the requirements set forth by N.J.S.A.19:44A-20.5 et seq. As such, the award of contract herein is consistent with the requirements of said statute.

Awarded to: Thomas Ferry, of Ferraioli, Wielkocz, Cerullo & Cuva of Newton, N.J.  
Services: Township Auditor.  
Pay to Play Status: This firm has disclosed that they have not made any reportable contributions applicable under the requirements set forth by N.J.S.A.19:44A-20.5 et seq. As such, the award of contract herein is consistent with the requirements of said statute.

Awarded to: William Haggerty, of the law firm Dolan & Dolan of Newton, N.J.  
Services: Township Prosecutor.  
Pay to Play Status: This firm has disclosed that they have not made any reportable contributions applicable under the requirements set forth by N.J.S.A.19:44A-20.5 et seq. As such, the award of contract herein is consistent with the requirements of said statute.

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James R. Doherty, Administrator Clerk, Wantage Township, NJ

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Date