

TOWNSHIP OF HAMILTON
6101 THIRTEENTH STREET
MAYS LANDING, NJ
TUESDAY, JANUARY 7, 2013

REORGANIZATION 6:00 PM
REGULAR MEETING IMMEDIATELY FOLLOWING REORGANIZATION

- Flag Salute
--- Certification of compliance with N. J. Open Meetings Law
- ADMINISTRATION OF OATHS OF OFFICE TO JUDY LINK AND RODNEY GUISHARD AS TOWNSHIP COMMITTEE MEMBERS FOR A 3-YEAR EACH EFFECTIVE JANUARY 1, 2013 THROUGH DECEMBER 31, 2015:
.Judy Link oath administered by Hon. Dawn Zimmer, Mayor of Hoboken, NJ.
.Rodney Guishard oath administered by Hon. Senator Jim Whelan.
- ROLL CALL: **(Temporary Chairperson Roger Silva 2012 Mayor presiding)**
_____DIX _____GATTO _____GUISHARD _____LINK _____SILVA
- Moment of silence for private reflection
1. Selection of Chairperson (Mayor) for year 2013
 2. Selection of Deputy Chairperson (Deputy Mayor) for year 2013
 3. Appointments of Professionals for year 2013 or until successor is appointed
 - A. Solicitor -
 - B. Engineer -
 - C. Auditor -
 - D. Bond Counsel -
 - E. Labor Counsel -
 - F. Traffic Engineer - **(if applicable)**
 - G. Alternate/Conflict Solicitor -
 - H. Alternate/Conflict Engineer -
 - I. Alternate/Conflict Traffic Engineer- **(if applicable)**
 - J. Municipal Court Prosecutor
 - K. Municipal Court Public Defender
 - L. Certified Property Appraiser
 - M. Risk Management Consultant
 4. Authorize Administrator to prepare formal Fair & Open Professional Services Contracts for appointees for 2013 or until successor is appointed and authorize Mayor & Township Clerk to execute same:
 - A. Solicitor -
 - B. Engineer -
 - C. Auditor -
 - D. Bond Counsel -
 - E. Labor Counsel -
 - F. Traffic Engineer - (if applicable)
 - G. Alternate/Conflict Solicitor -
 - H. Alternate/Conflict Engineer -
 - I. Alternate/Conflict Traffic Engineer- (if applicable)
 - J. Municipal Court Prosecutor
 - K. Municipal Court Public Defender
 - L. Certified Property Appraiser
 - M. Risk Management Consultant
 5. Appointment of Township Physicians for year 2013 or until a successor is appointed to be compensated on "Services as rendered" basis:
 - AtlantiCare and Atlantic Investigations
 6. Zoning Board of Adjustment appointments: **TOWNSHIP COMMITTEE APPOINTS**
 - A. Regular Member - 4 years term 1/1/2013 to 12/31/2016-
KATHI LENTZ & FRANK TOMASELLO TERMS EXPIRED 12/31/12
 - B. Regular Member unexpired term of John Sacchinelli
VACANCY - 1/1/13 to 12/31/2014
 - C. Alternate I - 2 year term 1/1/13 to 12/31/14
AMANDA ZIMMERMAN TERM EXPIRED 12/31/12
 - D. Alternate II - unexpired term ending 12/31/13
VACANCY - 1/1/13 to 12/31/2013
 7. Municipal Utilities Authority Appointment: **TOWNSHIP COMMITTEE APPOINTS**
 - A. Regular member - 5-year term 2/1/2013 to 2/1/2018
JAMES SACCHINELLI TERM EXPIRES 2/1/2013
 - B. Alternate I - Unexpired 5 year term ending 2/1/2017
VACANCY - 2/1/12 TO 2/1/2017
 - C. Alternate II - 5-year term expiring 2/1/18
VACANCY - 2/1/13 to 2/1/2018

8. Industrial Commission - 5-year term each 1/1/13 -12/31/17 **TOWNSHIP COMMITTEE APPOINTS**
 ROBERT RaVELL & ERIC AIKEN TERMS EXPIRED 12/31/12
9. Environmental Commission - **MAYOR APPOINTS**
 A. Regular member - 3 year term 1/1/2013 to 12/31/2015
 WILLIAM CHRISTMAN, MICHAEL C. DUPRAS & POLLY GONGWER TERMS EXPIRED 12/31/12
 B. Regular Member unexpired term ending 12/31/13
 VACANCY
 C. Alternate I - 2-year term ending 12/31/14
 VACANCY
 D. Alternate II - unexpired term ending 12/31/13
 VACANCY
 E. Township Committee Member/LIAISON - 1 year term 1/1/2013 to 12/31/2013
 -ALINE DIX TERM EXPIRED 12/31/12
10. Planning Board Appointments:
 A. CLASS I: Mayor or Mayor's designee - 1 year term 1/1/2013 to 12/31/2013
 HEATHER TOMASELLO (MAYOR'S DESIGNEE) term expired 12/31/12
 B. CLASS II: Township Official 1 year term 1/1/2013-12/31/2013
 JOHN J. PERCY III term expired 12/31/12
 C. CLASS III: Township Committee Member - 1 year term 1/1/13 to 12/31/13
TOWNSHIP COMMITTEE APPOINTS
 CHARLES CAIN term expired 12/31/12
 D. CLASS IV Members **MAYOR APPOINTS**
 (1) Regular Members - 4 year term each 1/1/13-12/31/16:
 WILLIAM CHRISTMAN (Environmental Comm. Member), RICHARD CHEEK &
 JOHN KURTZ TERMS EXPIRED 12/31/2012
 (2) Alternate I - 2 year term 1/1/13 to 12/31/14:
 HARRY ROGERS TERM EXPIRED 12/31/12
11. Veterans' Advisory Board appointment **TOWNSHIP COMMITTEE APPOINTS:**
 Regular Members - 3 year term each 1/1/2013 to 12/31/2015
 DOUGLAS HAND & VACANCY TERMS EXPIRED 12/31/12
12. Historic Preservation Commission - **MAYOR APPOINTS**
 A. Regular Members - 4 year term each 1/1/13-12/31/16
 JAMES KERRIGAN, RONALD McARTHUR & SAM WELLS TERMS EXPIRED 12/31/12
 B. Alternate I - 2 year term expiring 12/31/14
 VACANCY
 C. Alternate II - unexpired term expiring 12/31/2013
 VACANCY - 1/1/13 to 12/31/2013
13. Community Based Programs Advisory Board - **MAYOR APPOINTS:**
 A. Resident Members - 1-YEAR TERM 1/1/13 TO 12/31/13
 CHARLES PRITCHARD, PAUL LaROCHE & PATRICIA TIMMRECK TERMS EXPIRED 12/31/12
14. EMERGENCY MANAGEMENT -
 A. Appointment of Emergency Management Coordinator - 3 year term 1/1/13 -
 12/31/15
 - ROBERT MATTLE, JR. TERM EXPIRED 12/31/12
COORDINATOR APPOINTMENTS/MAYOR CONFIRMS:
 B. Co-Deputy Emergency Management Coordinators - 1 year term each 1/1/2013-
 12/31/2013
 - MICHAEL PETUSKEY & MICHAEL BRANDENBERGER TERMS EXPIRED 12/31/12
 C. Emergency Management Staff - 1 year term each 1/1/2013 to 12/31/2013
 THEODORE "TED" KINSEY, JOHN J. PERCY III, DEBRA FIEDLER, HENRY DORSEY JR.
 GEORGE SANDERS, JOHN SACCHINELLI, ARTHUR SCHENKER, CHRIS TILLEY, CLINT
 WARREN, IVAN MERILSON terms expired 12/31/12
 D. Local Emergency Planning Committee (formerly Citizens' Advisory Council)
 - 1 year term each 1/1/2013 to 12/31/2013
 - Robert Mattle - Director
 - Michael Petuskey - Deputy Director
 - Michael Brandenberger - Deputy Director
 - Stacey Tappeiner, Chief of Police
 - ESAB Chair -
 - Chief of Hamilton Township Rescue Squad
 - Fire Coordinator
 - Director of Public Works
 - Coordinator of Emergency Management for Hamilton Township Public
 Schools
 - Supt. of Greater Egg Harbor Regional High School
 - H.T.M.U.A. Executive director
 - Mayor or Mayor's Designee
 - Township Administrator
 - South Jersey Chest Disease Representative

- 15. Emergency Services Advisory Board - 1 year term each 1/1/2013 to 12/31/2013 - **MAYOR APPOINTS (Ord. 1345-99)**
 - Chiefs of the five (5) fire companies or their designees
 - Chief of Township Dive Team or Chief's designee
 - Chief of the Rescue Squad or the Chief's designee
 - Fire Official - Frank Primavera
 - Fire Coordinator - Dave Blair
 - Chief of Police - Stacey Tappeiner
 - Emergency Management Coordinator - Robert Mattle, Jr.
 - Communications Coordinator - Michael Brandenberger
 - Township Committee Liaison to Public Safety
 - Up to three (3) residents of the Township
DEBRA FIEDLER, ALAN DUMOFF, ARTHUR SCHENKER & JOHN J. PERCY, III TERMS EXPIRED 12/31/12

- 16. Announcement of 2012 Department Liaisons and Deputy Department Liaisons
 - FISCAL VITALITY (Budget, Finance, Audit, Purchasing)
 - Liaison -**
 - Deputy Liaison-**
 - QUALITY OF LIFE (Public Works, Street Lighting, Garbage/Trash/Recycling, Municipal Utilities Authority, Recreation, Veterans' Advisory Board, Community Based Programs)
 - Liaison -**
 - Deputy Liaison -**
 - SAFETY (Police, Municipal Court, Emergency Management, Fire & Rescue, Animal Control)
 - Liaison -**
 - Deputy Liaison -**
 - SMART GROWTH (Planning, Zoning, Code Enforcement, Environmental Commission, Historic Preservation Commission, Industrial Commission)
 - Liaison -**
 - Deputy Liaison -**
 - PERSONNEL/ADMINISTRATION (Administrator, Personnel, Insurance, Tax Assessment, Tax Collection, Safety Committee, Strategic Planning Process Oversight)
 - Liaison -**
 - Deputy Liaison -**

17. Designation of holidays for full-time salaried employees for year 2013:

NEW YEAR'S DAY	1/1/13	GENERAL ELECTION DAY	11/5/13
MARTIN LUTHER KING DAY	1/21/13*	VETERANS' DAY	11/11/13
PRESIDENTS' DAY	2/18/13*	THANKSGIVING DAY	11/28/13
GOOD FRIDAY	3/29/13	FRIDAY AFTER THANKSGIVING	11/29/13
MEMORIAL DAY	5/27/13*	1/2 DAY FOR CHRISTMAS EVE	12/24/13
INDEPENDENCE DAY	7/4/13	CHRISTMAS DAY	12/25/13
LABOR DAY	9/2/13	NEW YEAR'S DAY (2014)	1/1/14
COLUMBUS DAY	10/14/13*		

*Denotes National Monday Holiday Law observance of the holiday.

18. Designation of depositories for Township Funds for the year 2013:

WELLS FARGO	OCEAN CITY HOME BANK	PNC BANK
BANK OF AMERICA	SUN BANK	TD BANK

19. Designation of official newspapers for municipal legal advertising for year 2013:

ATLANTIC COUNTY RECORD	HAMMONTON NEWS	CAMDEN COURIER
PRESS OF AATLANTIC CITY	VINELAND DAILY JOURNAL	
RECORD JOURNAL	MAINLAND JOURNAL	

20. Establish Regular Township Committee Meeting dates and times:

Monday, January 7, 2013	Monday, July 8, 2013
Tuesday , January 22, 2013**	Monday, August 5, 2013
Monday, February 4, 2013	Monday, August 19, 2013
Tuesday , February 19, 2013**	Tuesday , September 3, 2013**
Monday, March 4, 2013	Monday, September 16, 2013
Monday, March 18, 2013	Monday, October 7, 2013
Monday, April 1, 2013	Monday, October 21, 2013
Monday, April 15, 2013	Tuesday , November 12, 2013**
Monday, May 6, 2013	Monday, November 25, 2013
Monday, May 20, 2013	Monday, December 2, 2013
Monday, June 3, 2013	Monday, December 16, 2013
Monday, June 17, 2013	Monday, January 6, 2014 (Reorganization)

**Indicates meetings rescheduled to Tuesday due to Monday holidays
MEETING TIMES: 6:30 PM EXCEPT FOR REORGANIZATION WHICH SHALL BE AT 6:00 PM.

- 21. Certification of Memberships for year 2013
 - A. Atlantic County League of Municipalities (5)
 - B. Atlantic County Mayors' Association (1)
 - C. Atlantic County Association of Township Officials (5)
 - D. Atlantic County Mainland Chamber of Commerce

22. Comments by Chairperson and Committee Members

--- Adjournment to Regular Business Meeting

RECESS FOR PICTURES/CONGRATULATIONS

RECONVENE FOR REGULAR MEETING.

JANUARY 7, 2013 REGULAR MEETING AGENDA

- 1. Approve addition and/or deletion of late items to the agenda of this meeting for consideration and action to be taken tonight
- 2. Early public comment on agenda items not listed for public hearing.
- 3. Confirmation of executive sessions - (IF APPLICABLE)
- 4. Discussions FORMAL ACTIONS MAY BE TAKEN
 - A.
- 5. Consent agenda:
 - A. Adoption of 2013 Temporary Budget.
 - B. Resolution authorizing Tax Assessor to file tax appeals to increase assessments to correct errors discovered.
 - C. Resolution authorizing Tax Assessor to file tax appeals to decrease assessments to correct errors discovered.
 - D. Resolution establishing grace period, rate of interest rates and penalty to be charged for delinquent taxes as set forth in N.J.S.A. 54:4-67.
 - E. Resolution authorizing tax sale pursuant to N.J.S.A. 54:5-19.
 - F. Resolution authorizing cancellation of small tax balances under \$5.
 - G. JIF appointments for 2013:
 - (1) Michael S. Jacobs, Township Administrator, J.I.F. Fund Commissioner
 - (2) Ingrid Perez, Dep. PWD, Alternate Fund Commissioner
 - (3) Mary Kelly, Claims Coordinator
 - (4) Michael S. Jacobs, Twp. Adm., and Mary Kelly, Human Resources Dir. as authorized JIF Employment Practices Liability Helpline contact persons
 - (5) Lisa Marcolongo, Safety Coordinator
 - H. Approve Business Registration Licenses
 - I. Adopt Cash Management Plan for 2013
 - J. Authorize release stormwater management system maintenance guarantees contingent upon the developer funding or otherwise guaranteeing a maintenance and inspection program for the system for not less than 10 years, identifying the entity charged with responsibility for annual inspections & completion of necessary maintenance and method of financing the program in a fashion acceptable to the Township:
 - (1) Bond Safeguard Insurance Co. bond #5027228, maintenance guarantee for Robert Irving/Diane Hesley extension of Paddock Street project as recommended by Robert J. Smith III, Township Engineer Dec. 28, 2012
 - (2) Deutsch Bank letters of credit #S-18678, #S-18679, #S-186680 & #S-18681, maintenance guarantees for US Home Corp./Lennar's Chancellor Place project Phases I, II, III and IV as recommended by Robert J. Smith III, Township Engineer January 2, 2013.
 - K. Amend December 3, 2012 resolution authorizing the person-to-person and place-to-place transfer of Liquor License #0112-33-021-007 from Tom and Deb Inc. to Tokyo Sushi Buffet & Hibachi, Inc. to delete the phrase "for premises located at 5341 Mays Landing-Somers Point Road" in the first paragraph and insert "a pocket license" as requested by the Division of A.B.C.
 - L. Resolution authorizing reduction of the 2013 Residential Rental Registration License Fee from \$85.00 to \$75.00.
- 6. Accept Professional Property Appraisers, Inc. proposal for Residential Inspection & Measurement Service for 2013 and authorize Mayor, Township Clerk and Assessor to execute the agreement on behalf of the Township - Class 2 properties new construction \$30 per parcel; new condominiums \$18per parcel; Commercial new construction \$100 per parcel; additions to existing parcels \$15 per parcel.

7. Introduction of Ordinances #1736-2013 Amending Chap.111, Section 4 of the Township Code Entitled Limousines to bring license fees into compliance with revised State Statutes - public hearing on Tuesday, January 22, 2013.
8. Personnel:
 - A. Appoint Cynthia Lindsay, Dep. CFO, the Qualified Purchasing Agent (QPA) for the year 2013.
 - B. Appoint Cynthia Lindsay, Dep. CFO, the Public Agency Compliance Officer for the year 2013.
 - C. Appoint Joan I. Anderson, Township Clerk, as Municipal Improvement Searcher for the year 2013.
 - D. Appoint Renee DeSalvo, Tax Collector, as Municipal Tax Searcher for the year 2013.
 - E. Re-appoint part-time Class II Special Law Enforcement Officers as defined in the Township Code for part-time hourly employees for the year 2013 at hourly rate set by Ordinance:
 - (1) Robert McRae
 - (2) Brandon Settle
 - (3) Joseph Giardina
 - F. Appoint Tobias Apostle a full time Police Officer @ \$40,000.00, effective date to be determined by the Chief of Police.
 - G. Re-appoint part-time Substitute Communications Officers (Dispatchers) as defined in the Township Code for part-time hourly employees for the year 2013 at hourly rate set by Ordinance:
 - (1) Lawrence Birch III
 - (2) Kevin Chapman
 - (3) Gary Skylar
 - H. Re-appoint part-time Police Records Clerks as defined in the Township Code for part-time employees for the year 2013 at hourly rate set by Ordinance:
 - (1) Jenna Salani
 - (2) Maria Carey
 - (3) Liz Beth DeLorenzo
 - I. Great Egg Harbor National Scenic & Recreational River Council appointments as recommended by the GEH River Council Director:
 - (1) Member: William (Bill) Christman
 - (2) Alternate Member: Michael Dupras
9. Approvals:
 - A. December 17, 2012 regular meeting minutes.
 - B. Bills/payrolls (Bill list total \$1,022,592.92)
10. Reports:
 - A. Administrator
 - B. Solicitor
 - C. Engineer
 - D. Administrator
 - E. Committee Members
11. Public Comment
12. Adjournment