

Borough of Elmer Minutes: Reorganization

January 3, 2018

The Reorganization Meeting of the Elmer Borough Council convened in the Borough Hall at 6:30 pm with Mayor Stemberger presiding. Mayor Stemberger led the invocation and Savannah Nolan led the flag salute. Mayor Stemberger read the public notice statement that pursuant to the Open Public Meetings Act adequate notice was provided to two newspapers and posted as required on November 9, 2017.

Swearing in and Oath of Office to Newly Elected Officials: Council Members-elect Cynthia L. Nolan and R. Matthew Richards were administered the oath of office by Borough Clerk, Sarah D. Walker.

Roll Call: Council Members Lynda Davis, Cynthia Nolan, R. Matthew Richards, Steven Schalick, Lewis Schneider, James Zee, and Mayor Joseph Stemberger answered to the roll call. Also present was Chief Financial Officer Cynthia Strang and Clerk Sarah Walker.

Election of Council President: Mayor Stemberger declared that the nominations were open for President of the 2018 Borough Council. Councilwoman Davis nominated Councilman Lewis M. Schneider to be President, seconded by Councilman Zee. Mayor Stemberger asked for additional nominations and none were offered. The Mayor declared Lewis M. Schneider be duly elected President of the 2018 Borough Council.

Resolutions: The following resolutions were read by the Clerk:

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION CONFIRMING APPOINTMENTS FOR BOROUGH POSITIONS**

Number 1-18

BE IT RESOLVED:

That Sarah Walker be appointed Municipal Search Officer for the year 2018.

That Christina Digneo be appointed Assistant to the Clerk for the year 2018.

That Christina Digneo be appointed Animal Registrar for the year 2018.

That Robert M. Richards be appointed Assistant Superintendent of the Borough of Elmer Water Department for the year 2018.

That Donn Nelson be appointed Water Meter Reader for the Borough of Elmer Water Department for the year 2018.

That Barry Davis be appointed Clean Communities Coordinator for the year 2018.

That Jack Justice, Jr. be appointed Fire Safety Code Official for the year 2018.

That Timothy O'Donnell be appointed Fire Code Inspector for the year 2018.

That Karen Foster be appointed Custodian of the Elmer Borough Hall for the year 2018.

That Joseph P. Stemberger be appointed the Borough of Elmer Representative for the Conscientious Employee Protection Act for the year 2018.

That Cynthia L. Nolan be appointed the Borough of Elmer's representative to Salem County Advisory Solid Waste Council for the year 2018.

That William Ackley be appointed Housing Officer and Property Maintenance Officer for the year 2018.

That William Ackley be appointed Land Use Board Zoning Official for the year 2018.

That Dawn Williams be appointed a Class II member of the Elmer Land Use Board for a one-year term ending December 31, 2018.

That Lynda Davis be appointed a Class III member of the Elmer Land Use Board for a one-year term ending December 31, 2018.

That Lewis Reed be appointed a Class IV member of the Elmer Land Use Board for a four-year term ending December 31, 2021.

That Linda Herrmann be appointed a Class IV member of the Elmer Land Use Board for a four-year unexpired term ending December 31, 2021.

That Robert McWilliams be appointed a Class IV Alternate No. 2 member of the Elmer Land Use Board for a two-year term ending December 31, 2019.

That Annmarie Ruiz be appointed Health Officer for the year 2018.

That Mary Lou Timberman be appointed to the Elmer Board of Health for a three-year term ending December 31, 2020.

That Marita McCarthy-Carll be appointed Administrator of the Mid-Salem County Court for the year 2018.

That Barbara Garozzo be appointed Deputy Administrator of the Mid-Salem County Court for the year 2018.

That Martin W. Whitcraft be appointed Municipal Judge of the Mid-Salem County Court for the year 2018.

That Niki Trunk be appointed Municipal Prosecutor for the Mid-Salem County Court for the year 2018.

That Craig Kugler be appointed Public Defender for the Mid-Salem County Court for the year 2018.

That Gamaliel Cruz be appointed Police Officer for a one-year term ending December 31, 2018.

That Todd Batten be appointed Police Officer for a one-year term ending December 31, 2018.

That Jacob R. Custis be appointed Police Officer for a one-year term ending December 31, 2018.

That David M. Gregorio be appointed Deputy Emergency Management Coordinator for a one-year term ending December 31, 2018.

That the Salem County Department of Emergency Services will provide radio dispatching services to the Elmer Borough Police Department on a 24-hour basis during the year 2018 at a cost not to exceed \$13,500.00.

That Countywide Animal Care and Control, LLC be appointed Animal Control Officer for the year 2018.

That Cumberland County SPCA be appointed Animal Shelter for the year 2018.

**RESOLUTION OF THE BOROUGH OF ELMER, COUNTY OF SALEM
REAPPOINTING CYNTHIA A. STRANG AS THE BOROUGH'S
CHIEF MUNICIPAL FINANCIAL OFFICER (CMFO) AND TREASURER**

Number 2-18

WHEREAS, Cynthia A. Strang, C.P.A, R.M.A., was appointed as the Borough of Elmer's Chief Municipal Financial Officer (CMFO) and Treasurer on January 1, 2014 for a four (4) year term ending on December 31, 2017; and

WHEREAS, the Mayor and Council have determined to reappoint Cynthia A. Strang as their Chief

Municipal Financial Officer (CMFO) and Treasurer as she has served effectively and efficiently in that capacity; and

WHEREAS, Cynthia A. Strang's reappointment as CMFO is being made pursuant to N.J.S.A. 40:9-140.8, and as such, shall be granted tenure of office upon the Clerk providing the Division of Local Government Services a notification evidencing compliance with this statute.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Elmer, County of Salem and State of New Jersey that Cynthia A. Strang is hereby reappointed and authorized to be the Borough's Chief Municipal Financial Officer (CMFO) and Treasurer.

BE IT FURTHER RESOLVED, pursuant to N.J.S.A. 40A:9-140.8, and upon passage of this Resolution and commencing January 1, 2018, Cynthia A. Strang will have achieved tenure status.

Cynthia Strang was administered the oath of office by Borough Clerk Sarah Walker.

**BOROUGH OF ELMER, COUNTY OF SALEM
RESOLUTION APPOINTING JAMES V. DAVIS TAX COLLECTOR, WATER DEPARTMENT
COLLECTOR, AND TAX SEARCH OFFICER FOR THE BOROUGH OF ELMER**

Number 3-18

WHEREAS Sandra Ferguson submitted her resignation on December 8, 2017 effective upon the Borough finding a replacement for the positions of Tax Collector, Water Department Collector, and Tax Search Officer;

WHEREAS the Borough of Elmer needs to appoint a licensed Tax Collector pursuant to N.J.S.A. 40A:9-141, and fill the vacated positions of Water Department Collector and Tax Search Officer;

NOW THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Elmer hereby appoints James V. Davis, CTC, as the Borough of Elmer Tax Collector effective January 1, 2018 for the term ending on December 31, 2021 pursuant to N.J.S.A. 40A:9-142;

BE IT FURTHER RESOLVED that James V. Davis be appointed Water Department Collector and Tax Search Officer for a 1 year term ending on December 31, 2018;

BE IT FURTHER RESOLVED that James V. Davis be appointed Tax Collector and will serve as Tax Search Officer for a salary of \$10,500, and that this be charged to Revenue Administration (Tax Collection): Salary & Wages in the 2018 Budget;

BE IT FURTHER RESOLVED that James V. Davis will be appointed Collector for the Water Department for a salary of \$6,500 to be charged to the Water Utility Operating: Salaries and Wages in the 2018 Budget.

James Davis was administered the oath of office by Borough Clerk Sarah Walker.

**RESOLUTION OF THE BOROUGH OF ELMER, COUNTY OF SALEM
APPOINTING 2018 PUBLIC AGENCY COMPLIANCE OFFICER**

Number 4-18

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Elmer, that Sarah D. Walker is hereby appointed the Elmer Borough Public Agency Compliance Officer for the year 2018 in compliance with N.J.A.C. 17:27-3.5.

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to forward this Resolution to the State of New Jersey Department of Treasury Division of Purchase & Property Contract Compliance Audit Unit EEO Monitoring Program forthwith.

BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY

RESOLUTION FOR THE RULES OF BOROUGH COUNCIL

Number 5-18

BE IT RESOLVED that the rules of the Elmer Borough Council for the year 2018 be the same as those adopted for the year 2017:

- First - Call to order by Mayor or Chair.
- Second - Meetings open with invocation and pledge of allegiance.
- Third - Roll call of members.
- Fourth - Reading the minutes of the last regular meeting and all subsequent meetings.
- Fifth - Unfinished business.
- Sixth - New business.
- Seventh - Reports of committees, standing, and special.
- Eighth – Adjournment.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION TO SET SCHEDULE OF REGULAR MEETINGS
AND PUBLIC NOTICES INCLUDING OFFICIAL NEWSPAPERS**

Number 6-18

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Elmer, County of Salem, and State of New Jersey as follows:

1. Regular Borough Council Meetings shall be held on the second Wednesday of each month at 7:30 p.m., prevailing time at the Borough Hall, Elmer, NJ, at which time Borough Council shall discuss and formally act upon all business matters.
2. Regular Meetings of the Borough Council shall be held on the following dates:

January 3, 2018	July 11, 2018
February 14, 2018	August 8, 2018
March 14, 2018	September 12, 2018
April 11, 2018	October 10, 2018
May 9, 2018	November 14, 2018
June 13, 2018	December 12, 2018
3. The Official newspaper is hereby designated as the Elmer Times.
4. The newspapers for publication of notices are hereby designated as the Elmer Times and/or South Jersey Times.
5. The Borough Clerk shall mail copies of all notices, including 48-hour notices, to any person or persons requesting the same upon a prepayment of the sum of \$25.00 per year.
6. A copy of this resolution shall be forthwith published in the Elmer Times.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION AUTHORIZING THE SIGNING OF VOUCHERS**

Number 7-18

BE IT RESOLVED by the Borough Council of the Borough of Elmer, that the Borough Clerk, Sarah D. Walker, be authorized as the official to sign all vouchers as to the receipt of goods, materials or as to services rendered for the year 2018.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION ADOPTING CASH MANAGEMENT PLAN**

Number 8-18

WHEREAS, it is the desire of the Borough Council of the Borough of Elmer to adopt a cash management plan in accordance with N.J.S.A. 40A:5-14; and

WHEREAS, the Borough is authorized to invest idle funds in accordance with N.J.S.A. 40A:5-15.1 as well as the following Governmental Unit Depository Protection Act (GUDPA) approved banks:

1. First National Bank of Elmer
2. Fulton Bank

WHEREAS, the Chief Financial Officer will provide the governing body with a monthly report that summarizes:

1. All investments made or redeemed over the past month.
2. Each organization holding local unit funds.
3. 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;
4. Other information that the governing body may request.

WHEREAS, provided that local unit funds are deposited or invested as designated or authorized by this cash management plan, the Chief Financial Officer is relieved of any liability for any loss of such moneys due to the insolvency or closing of any depository designated by, or for the decrease in value of any investment authorized by, the cash management plan.

NOW, THEREFORE BE IT RESOLVED that the above cash management plan be adopted by the Borough Council of the Borough of Elmer, County of Salem and State of New Jersey, effective for the 2018 calendar year.

BE IT FURTHER RESOLVED that all disbursements shall be made by check and signed by the Mayor, Borough Clerk, and Chief Financial Officer. In the event that the Mayor, Borough Clerk, or Chief Financial Officer is absent or incapacitated, the President of Council shall be authorized to sign in their place.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION FOR THE OFFICE OF THE TAX AND WATER COLLECTOR
FOR THE YEAR 2018**

Number 9-18

WHEREAS, the Borough of Elmer is able to set policies and procedures for the office of the Tax and Water Collector that allows for the best fiscal interest of the municipality,

NOW, THEREFORE, BE IT RESOLVED, that the Tax Collector, is hereby authorized and directed to the following:

TAXES

1. Interest on taxes shall be 8% on the first \$1,500 of the delinquency and 18% on all subsequent delinquency until the account is paid in full. All accounts have a 10 day grace period during each quarter when taxes are due.
2. A year end penalty of 6% for taxpayers with a delinquency in excess of \$10,000 who fail to pay the delinquency before the end of the year.
3. A tax sale of all delinquent accounts for the 2017 Municipal Taxes will be held no later than June 30, 2018.
4. A tax sale of all delinquent accounts for the 2018 Municipal Taxes will be held no later than June 30, 2019.
5. Delinquent tax accounts in the amount of +/- \$5.00 may, at the discretion of the Tax Collector be canceled prior to the tax sale.
6. Charges for Certificates of Redemption shall be \$25.00 per certificate.
7. Charges for Replacements of Loss Tax Sale Certificates shall be \$100.00

8. All Tax Sale Liens shall be redeemed through certified funds only (cash, money order, or certified check).
9. All payments made to clear accounts for tax sale must be made through certified funds only (cash, money order, or certified check).
10. Borough Charges for property clean-up, trash removal, and other similar charges shall be charged an interest rate of 18%, 30 days after the billing date.
11. Date of checks and postmark dates are not recognized as date paid. The date paid is the date payments are actually **received** and posted in the office.

WATER

1. A late fee penalty on water shall be 5% on the 11th day following the due date on the bill. All accounts have a 10-day grace period during each quarter when the bills are due.
2. A tax sale of all delinquent accounts for the 2017 Municipal Taxes will be held no later than June 30, 2018.
3. A tax sale of all delinquent accounts for the 2018 Municipal Taxes will be held no later than June 30, 2019.
4. All payments made to clear accounts for tax sale must be made through certified funds only (cash, money order, or certified check).
5. Delinquent water accounts in the amount of +/- \$5.00 may, at the discretion of the Tax Collector be canceled prior to the tax sale.
6. Final water reads shall be given a charge of \$20.00 per read.
7. Date of checks and postmark dates are not recognized as date paid. The date paid is the date payments are actually **received** and posted in the office.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION AUTHORIZING THE BOROUGH OF ELMER TAX ASSESSOR TO FILE TAX
APPEALS WITH THE SALEM COUNTY BOARD OF TAXATION AS NECESSARY**

Number 10-18

WHEREAS, statutory provision is made for review and correction of errors prior to certification of an assessment list; and

WHEREAS, provision is also allowed for the discovery and correction of errors after establishment of the tax rate; and

WHEREAS, changes in property ownership at times necessitates adjustments in the veteran's and/or senior citizen's deduction allowed on the assessment list; and

WHEREAS, responsibility for the maintenance and correction of the assessment list rests with the Borough Tax Assessor subject to laws and regulations; and

WHEREAS, the Mayor and Borough Council, again for the aforementioned reasons, hereby authorize and direct the Borough Solicitor or special tax counsel to the Borough, as the case may be, to authorize the filing of Counterclaims seeking an increase in the assessment in the event true value is determined to be higher than anticipated.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Elmer as follows:

1. The Mayor and Borough Council, for the aforementioned reasons, hereby authorize the Borough Tax Assessor to file such appeals as may be necessary with the Salem County Board of Taxation to maintain the accuracy and equality in the assessment list of the Borough of Elmer, subject to the advice of the Borough Solicitor and the prior approval of the Mayor and Borough Council.
2. The Mayor and Borough Council, for the aforementioned reasons, hereby authorize the Borough Tax Assessor to execute Stipulations of Settlement on behalf of the Borough of Elmer, subject to the advice

of the Borough Solicitor and the prior approval of the Mayor and Borough Council.

3. The Borough Council, for the aforementioned reasons, hereby authorizes and directs the Borough Solicitor or special tax counsel to prepare and file the appropriate Counterclaims seeking an increase in the assessment to correspond with the true value to be established by the Court or the Board of Taxation, whichever the case may be.
4. The Mayor and Borough Council hereby direct the Borough Clerk to forward a certified copy of this Resolution to the Salem County Board of Taxation and to the Borough Assessor.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION ESTABLISHING 2018 HALLOWEEN HOURS AND CURFEW**

Number 11-18

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Elmer, Salem County, New Jersey, that Trick or Treating will be Wednesday, October 31, 2018 between 5:00 p.m. and 8:00 p.m.

BE IT FURTHER RESOLVED that the curfew for Tuesday, October 30, 2018 and Wednesday, October 31, 2018 will be enforced with all persons under the age of 17 being off the streets by 8:00 p.m. unless accompanied by a parent or guardian.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION APPOINTING A BOROUGH SOLICITOR FOR THE YEAR 2018**

Number 12-18

WHEREAS, N.J.S.A. 40A:9-139 provides that the Governing Body of every local unit shall appoint a Borough Solicitor and

WHEREAS, the Borough of Elmer has procured the Borough Solicitor as a FAIR AND OPEN contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the Clerk has determined and certified in writing that the value of the contract may exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year and may be extended as approved by the Governing Body; and

WHEREAS, Brian J. Duffield, an Attorney at Law, has submitted a proposal dated November 1, 2017 and publicly opened on November 21, 2017 indicating that he will provide the services of Borough Solicitor for a fee of \$175.00 per hour; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services", must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Elmer, County of Salem, State of New Jersey that:

1. The Borough Council authorizes the Mayor to enter into a contract with Brian J. Duffield, an Attorney at Law, as described herein; and,
2. That a certified copy of this Resolution be forwarded to the Director of the Division of Local Government Services of the State of New Jersey;
3. That notice of this Resolution be published in the Elmer Times, as required by law, within ten (10) days of its passage.

4. That the attached certification showing availability of funds and specifying the exact line item appropriations which shall be charged is incorporated herein and attached hereto as though set forth herein in verbatim;

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION APPOINTING AN AUDITOR FOR THE YEAR 2018**

Number 13-18

WHEREAS, N.J.S.A. 40A:5-4 provides that the Governing Body of every local unit shall cause an annual audit of its books, accounts and financial transactions to be made after the close of the fiscal year and for that purpose shall employ a Registered Municipal Accountant of the State of New Jersey; and

WHEREAS, the Borough of Elmer has procured the audit as a FAIR AND OPEN contract pursuant to the provisions of N.J.S.A. 19:44A-20.3; and

WHEREAS, the Clerk has determined and certified in writing that the value of the contract will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year and may be extended as approved by the Governing Body; and

WHEREAS, Nightlinger, Colavita & Volpa, 991 S. Black Horse Pike, PO Box 700, Williamstown, NJ 08094 has submitted a proposal dated November 20, 2017 and publicly opened on November 21, 2017 indicating they will provide the audit for a fee of \$20,800.00 and other services per proposal; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services", must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Elmer, County of Salem, State of New Jersey that:

1. The Borough Council authorizes the Mayor to enter into a contract with Nightlinger, Colavita & Volpa as described herein; and,
2. That a certified copy of this Resolution be forwarded to the Director of the Division of Local Government Services of the State of New Jersey.
3. That notice of this Resolution be published in the Elmer Times, as required by law, within ten (10) days of its passage.
4. That the attached certification showing availability of funds and specifying the exact line item appropriations which shall be charged is incorporated herein and attached hereto as though set forth herein in verbatim.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION APPOINTING AN ENGINEER FOR 2018**

Number 14-18

WHEREAS, N.J.S.A. 40A:11-15 provides that the Governing Body of every local unit the need for certain engineering services; and

WHEREAS, the Borough of Elmer has procured the engineering as a FAIR AND OPEN contract pursuant to the provisions of N.J.S.A. 19:44A-20.3 (or 20.5 as appropriate); and

WHEREAS, the Clerk has determined and certified in writing that the value of the contract will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year and may be extended as approved by the Governing Body; and

WHEREAS, Norman K. Rodgers, Consulting Engineer Services, 645 Berlin-Cross Keys Road, Suite 1, Sicklerville, NJ 08081 has submitted a proposal dated November 21, 2017 indicating he will provide the engineering per hourly rates as established in contract; and

WHEREAS, Consulting Engineer Services has completed and submitted a Business Entity Disclosure Certification which certifies that Consulting Engineer Services has not made any reportable contributions to a political or candidate committee in the Borough of Elmer in the previous one year, and that the contract will prohibit Consulting Engineer Services from making any reportable contributions through the term of the contract; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq) requires that the Resolution authorizing the award of contracts for "Professional Services", must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Elmer, County of Salem, State of New Jersey that:

1. The Borough Council authorizes the Mayor to enter into a contract with Consulting Engineer Services as described herein; and,
2. That a certified copy of this Resolution be forwarded to the Director of the Division of Local Government Services of the State of New Jersey.
3. That notice of this Resolution be published in the Elmer Times, as required by law, within ten (10) days of its passage.
4. That the attached certification showing availability of funds and specifying the exact line item appropriations which shall be charged is incorporated herein and attached hereto as though set forth herein in verbatim.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION APPOINTING BOND COUNSEL FOR THE YEAR 2018**

Number 15-18

WHEREAS, the Borough of Elmer has a need to appoint Bond Counsel in 2018; and

WHEREAS, funds are available for these purposes; and

WHEREAS, the Borough of Elmer has procured Bond Counsel as a FAIR AND OPEN contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, John M. Cantalupo, Esquire of Archer & Greiner, P.C. will provide Bond Counsel services as sought by the Borough of Elmer per the proposal dated November 21, 2017 on file in the Borough Clerk's Office for a sum not to exceed \$17,000.00; and

WHEREAS, this contract is contingent upon the funds being available certified by the Borough's Chief Financial Officer.

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services", must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Elmer, County of Salem and State of New Jersey that the Mayor and Municipal Clerk are hereby authorized to enter into a contract with Archer & Greiner, P.C. for the purposes and as described herein; and

BE IT FURTHER RESOLVED that a notice of this action shall be published once in the Borough's official newspaper within ten (10) days of the date of adoption; and

BE IT FURTHER RESOLVED that Borough Council authorizes and directs the Mayor, Municipal Clerk and/or Solicitor to execute the Contract described in this Resolution and any and all necessary documents in order to implement the intent of this Resolution,

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION APPOINTING LICENSED WATER OPERATOR/SUPERINTENDENT FOR 2018
Number 16-18**

WHEREAS, the Borough of Elmer is in need of a licensed Operator/Superintendent for the Water Department; and

WHEREAS, John A. Meier, of Water Resource Management, Inc. is qualified and licensed to perform such duties and responsibilities as required by the State of New Jersey; and

WHEREAS, the Borough of Elmer has procured the licensed Operator/Superintendent as a FAIR AND OPEN contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, John A. Meier of Water Resource Management, Inc. will provide Licensed Operator/Superintendent services as sought by the Borough of Elmer per the proposal dated November 16, 2017 on file in the Borough Clerk's Office; and

WHEREAS, this contract is contingent upon the funds being available certified by the Borough's Chief Financial Officer.

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services", must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Elmer, County of Salem and State of New Jersey that the Mayor and Municipal Clerk are hereby authorized to enter into a contract with John A. Meier of Water Resource Management, Inc. for the purposes and as described herein; and

BE IT FURTHER RESOLVED that a notice of this action shall be published once in the Borough's official newspaper within ten (10) days of the date of adoption; and

BE IT FURTHER RESOLVED that Borough Council authorizes and directs the Mayor, Municipal Clerk and/or Solicitor to execute the Contract described in this Resolution and any and all necessary documents in order to implement the intent of this Resolution,

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION CONFIRMING THE OFFICERS OF THE ELMER FIRE DEPARTMENT
Number 17-18**

BE IT RESOLVED that this governing body does hereby confirm the following Officers of the Elmer Fire Department for the year 2018:

- | | |
|---------------------|---------------------|
| President | Stephen A. Richards |
| Vice President | Fredrick C. Lesti |
| Recording Secretary | Jay L. DuBois |
| Treasurer | Michael L. Fisher |
| Chief | Jack D. Justice, Jr |
| First Asst. Chief | Andrew B. Williams |
| Second Asst. Chief | Michael Coles |

Captain 1
 Captain 2

Nathan Crim
 Theodore Melancon

Motion Davis seconded by Nolan to approve Resolutions 1-18 through 17-18.

Roll Call: Ayes: Schneider, Davis, Nolan, Richards (Abstain for Resolution 1-18), Schalick, Zee; Nays: None.
 Motion carried.

The following committee assignments were announced:

**COMMITTEES OF COUNCIL
 2018**

FINANCE, CELEBRATION OF PUBLIC EVENTS	Schalick* Schneider Richards
STREETS, INFORMATION TECHNOLOGY	Richards* Schalick Schneider
PUBLIC SAFETY	Schneider* Zee Richards
BOROUGH HALL, PUBLIC PROPERTY	Davis* Schalick Nolan
WATER, STREET LIGHTS	Zee* Davis Nolan
TRASH, PARKS, PLAYGROUNDS	Nolan* Davis Zee
	*Chairperson

Introduction of Guests and Borough Officials: The Mayor opened the meeting to the public and to Council Members for comments. Each Council Member, the CFO and Clerk, and the Mayor provided messages of congratulations to the newly elected members, thanks to staff and community members including first responders, welcome to new personnel, recognition of the 125th anniversary of the Borough, and notice of the positive changes in the Borough and future plans. The Mayor provided a summary of new grant projects and plans for the town beautification. Particular thanks and recognition was given to members of the audience including Robert Richards, retired Clerk Beverly Richards, and Police Chief Bryan, and welcome to the new engineer Norman Rodgers and tax collector James Davis. Norman Rodgers thanked the Mayor and Council for the appointment of engineer.

Adjournment: There being no further business, it was motioned by Zee and seconded by Schneider to adjourn the Meeting; all were in favor and motion carried.

January 3, 2018

Sarah D. Walker, Borough Clerk

Approved: February 14, 2018