

ANNUAL ORGANIZATION MEETING

Held in Town Hall, 100 Central Avenue, Hammonton, New Jersey
January 1, 2011 at 12:00 noon

Meeting Called To Order

Mayor recognized dignitaries in attendance.

Oath of Office – Councilpersons Elect Bertino, Rodio and Esposito

Oath of Office – Municipal Clerk

Oath of Office – Surrogate

Oath of Office – Police Chief, Police Captain, Police Lieutenant

10 MINUTE BREAK

Official 2011 Roll Call

Councilpersons:

Barberio - Present

Bertino - Present

Esposito - Present

Gribbin - Present

Pullia - Present

Rodio - Present

Mayor DiDonato - Present

Public Notice

Notice of this meeting has been posted and given to official newspapers. Please familiarize yourselves with the fire exits to the right and rear of the Council Chambers. Please do not proceed beyond the front benches without invitation from the Mayor to do so.

Pledge of Allegiance

SOLICITOR (COUNCIL APPOINTMENT)

WHEREAS, N.J.S.A. 19:44A-20.4 provides for an Open and Fair Process through Requests for Proposals, 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 Mayor and Council of the Town of Hammonton, County of Atlantic and State of New Jersey, as follows:

That **Brian Howell** is hereby appointed as Solicitor for the Town of Hammonton for a term of one (1) year.

That Solicitor has agreed to provide the legal services for the sum of **\$75,000.00** with extraordinary services (including litigation) billed at a rate of **\$125.00 per hour**; and

That the Solicitor shall be available as consultant to the Officials of the Town of Hammonton and render such legal assistance as may be necessary during contract term.

That this contract is awarded as a "Professional Service", under the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law.

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.

Motion by Councilperson Gribbin, seconded by Councilperson Bertino, the resolution be adopted.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

ADOPTION OF RULES OF COUNCIL

Motion by Councilperson Barberio, seconded by Councilperson Esposito, the Rules of Council be adopted.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

RULE 1 – MEETING

Council Meetings shall be held as set forth by resolution of Mayor and Council at 7:00 p.m., or as scheduled, and Council may adjourn from time to time, if a quorum is not present, or should there be a quorum, Council may adjourn from time to time until all business before it is completed. Council may schedule such executive meetings as it deems appropriate subject to the provisions of the Open Public Meeting Act.

In accordance with the provisions of the “Open Public Meeting Act”, all meetings of the governing body shall be open to the public at all times. However, nothing in this act shall be construed to limit the discretion of the governing body to permit, prohibit, or regulate the active participation of the public at any meeting. In addition, the governing body may exclude the public from any meeting or portion of the meeting, normally reserved for discussion in an executive session of the governing body.

Department Heads shall be required to attend Council Meetings when asked to do so by the Mayor or Town Clerk.

RULE 2 – QUORUM

A majority of members of Council or Committees shall constitute a quorum for the transaction of business.

RULE 3 – VOTING

All voting shall be conducted orally in public and be taken by “Yeas” and “Nays” unless otherwise ordered by the Mayor or Deputy Mayor. In the event a member is unable to attend a meeting due to an unexpected personal or family emergency or because a special meeting conflicts with a previously scheduled commitment, that member may request permission from the Mayor, or his designee, which permission shall not be unreasonably withheld, to participate in the meeting by telephone or via other electronic or telecommunication device designed to permit the member to listen to the proceeding and participate verbally in the dialogue and the voting.

RULE 4 – REPORTS OF COMMITTEES

All committee chairpersons shall report at regular meetings of Council or at special meetings of Council called for that purpose, and every report of a committee shall be by a majority of the members thereof; except in the case of sickness, or absence or refusal of the Chairperson; in which case it may be presented by any members of the Committee. This rule shall not be construed to prevent a minority of any Committee from presenting a counter report upon any matter which has first been reported by a majority.

RULE 5 – NOTICE: CONDUCT OF MEMBERS

Every member desiring to speak shall address the chair, and no member shall discuss any subject or engage in conversation during the meeting in any manner to interfere with business.

RULE 6 – PRIVILEGE OF NON-MEMBERS

Persons not members of Council shall not speak on any question, or interfere in any manner with the business while Council is in session, except on request and approval of the Chair.

RULE 7 – PAYMENT OF BILLS

All bills presented to Council for payment shall, before being paid, be approved by the Mayor and Chairperson of the proper committee; all supplies to be purchased on behalf of Town Council shall first be authorized by a purchase order given by the Town Accountant which shall follow purchase procedure “Ordinance #23-2008”. All bills must be presented not later than the Monday prior to the fourth Monday of each month. All bills as submitted shall be on vouchers in such form as is acceptable to the Mayor and Council.

RULE 8 – MAYOR EX-OFFICIO MEMBER

The Mayor shall be a member of all committees by virtue of his/her office.

RULE 9 – RULES OF ORDER

- A. The Mayor shall preserve order and decorum, and decide questions of Order, subject to appeal of Council, upon a call of one member, on which appeal no member shall speak.
- B. No question on a motion or resolution shall be debated or put unless the same shall be seconded. When a motion or resolution shall be seconded, it shall be so stated by the Mayor. It shall then be read by the Clerk. Any member including the Mayor can request that the Motion or Resolution be reduced to writing if the Motion or Resolution is a matter of substance and not procedure. If such a request is made, the Motion or Resolution dealing with a matter of substance shall not be voted on until the entire Council has an opportunity to review it in its written form.

- C. A Motion to adjourn shall be in order.
- D. A Motion to adjourn, to lay on the table, or for the previous questions, shall be decided without debate.
- E. If any questions in debate shall contain several distinct propositions, a division shall be made at the request of any member.
- F. When a question has been put and decided, it shall be in order for a member who voted in the majority to move the consideration thereof; but no motion for reconsideration shall be in order more than once at the same meeting at which the vote was taken or more than once at the next subsequent meeting of Council and no motion for reconsideration shall be made after said next subsequent meeting.
- G. At the call on one member present, the "Yeas" and the "Nays" shall be ordered and entered on the minutes, and every member shall then be required to vote or abstain of record.
- H. No standing rule of order of Council shall be suspended, altered or amended unless same shall be proposed in writing at a regular or special meeting and adopted at the next meeting by a majority of the members of Council; but any of them may be suspended temporarily with the concurrence of two-thirds of the member of the Council present.
- I. In voting for election of Town Officers, or to fill vacancies in any position, where such election devolves upon council, a majority of the whole Council shall be necessary to elect, unless otherwise provided by statute or Ordinance.
- J. In voting for the payment of bills and other important questions, it shall be the call of the members and it shall be made a matter of record.
- K. All matters to be considered placed on the agenda for the Regular Meeting of Council shall have a cut off of 12:00 Noon on the Wednesday preceding the Monday regular meeting. The Mayor shall set the agenda. Nothing in this section of this rule shall limit the right of the Mayor at his/her discretion to place on the floor for discussion and action if he/she deems necessary matters that are emergent and relate to the health, safety, or welfare of the community.
- L. Vote shall be cast on all matters put before Council in alphabetical order with the exception the Mayor shall cast the last vote.
- M. Notwithstanding the above, parliamentary procedure shall be consistent with "ROBERT'S RULES OF ORDER."

RULE 10 – ORDER OF BUSINESS

The following shall be the order of business at all non-executive meetings – Roll Call, Pledge of Allegiance, Public Notice, Public Heard for Input on Agenda Action Items, Approval of Minutes, Dispense with Regular Order of Business, Report of Committees, Consideration of Bill List, New Business and Public Heard. The Mayor retains the right to change the Order of Business.

Rule 11 – DEPUTY MAYOR

The Mayor may appoint a Deputy Mayor to serve at the Mayor's pleasure and who shall preside during the Mayor's absence or at any time so called upon to act by said Mayor or a majority of Council. The Deputy

Mayor shall act as Chairperson of any meetings that occur in the Mayor's absence, but the Deputy Mayor shall have all the rights and obligations of a member of Council while so acting, including the right to make and second motions and resolutions, the right to vote and the right to participate in discussions on all matters before the governing body. Should the Mayor fail to appoint a Deputy Mayor, then in the event of the Mayor's absence Council shall appoint one of its members to so act in his/her place and stead.

RULE 12 – CHAIR OR CHAIRPERSON

Except where used in Rule 4, the term Chair or Chairperson in the Rules of Council shall be defined as the Mayor or in his/her absence the Deputy Mayor.

RULE 13 – STANDING COMMITTEES

The following shall be the Standing Committees which shall be appointed by the Mayor:

COMMITTEE ON ADMINISTRATION

COMMITTEE ON BUSINESS AND INDUSTRY

COMMITTEE ON EDUCATION

COMMITTEE ON FINANCE

COMMITTEE ON LAW & ORDER

COMMITTEE ON PUBLIC WORKS & TRANSPORTATION

COMMITTEE ON QUALITY OF LIFE

COMMITTEE ON WATER & SEWER

RULE 14 – DUTIES OF COMMITTEES

Each Committee as designated in Rule 13 shall have the following duties and functions:

COMMITTEE ON ADMINISTRATION

This Committee shall oversee the office of the Town Clerk, Finance, I.T., Tax Collector, Tax Assessor, Building Inspector, the Construction Official and all sub-Code Officials. This Committee shall also oversee the television station, as well as all real property of the Town including its maintenance and care.

COMMITTEE ON BUSINESS AND INDUSTRY

This Committee shall concentrate on the efforts to enhance the Town's commercial and industrial expansion. It will act as liaison between Mayor & Council and the Chambers of Commerce, Main Street, Arts & Cultural Committee and the Service Clubs.

COMMITTEE ON EDUCATION

This Committee shall serve as a liaison between Mayor and Council and the Hammonton Board of Education.

COMMITTEE ON FINANCE

This committee shall be composed of all members of Council. The Town Accountant, after receipt of the proposed budget requests of the Department Heads, and after conferring with the Chairperson of the various committees, shall submit the proposed budget to the office of the Mayor for review and suggestions. Upon

completion (reflecting all appropriations and expenditures), the Mayor at the March Council meeting shall present the proposed budget to the full committee.

COMMITTEE ON LAW & ORDER

This Committee will oversee the Police Department and Judicial Department (Municipal Court). This Committee will also oversee the towns Volunteer Fire Department.

COMMITTEE ON PUBLIC WORKS & TRANSPORTATION

This Committee will oversee the Highway Department, Convenience Station and the provision and maintenance of streetlights and signs. They will oversee the ever-expanding and overlapping issues that arise in conjunction with the Municipal Airport and all transportation arteries that impact on the traffic flow involved with the Town.

COMMITTEE ON QUALITY OF LIFE

This Committee shall work to expand the quality of life of the Community. They will oversee all related items to the quality of life in Hammonton. This will include, but not be limited to the following: Planning Board, Zoning Board, Parks Commission, Environmental Commission, and the Historical Commission.

COMMITTEE ON WATER & SEWER

This Committee will oversee the Water and Sewer Department. They will also oversee the expansion and the future water allocation needs of the town, as well as the wastewater treatment system and discharge fields.

RULE 15 – APPOINTMENTS

No more nominations shall be made for any public office or position over and above the number of vacancies that exists for said office position. Each nominee for said office shall be voted on in turn through the casting of “Yes” or “No” votes until the vacancy is filled.

RULE 16 – COMMITTEE REPORTS

All reports of committees shall be made verbally except where the Mayor requests that the report be reduced to writing. Where the Mayor requests that the report be reduced to writing, it shall be submitted to Council in written form prior to the next subsequent meeting.

RULE 17 – SEATING ARRANGEMENTS

Seating arrangements will be made by the Mayor.

RULE 18 – REFERRALS TO COMMITTEES

All matters brought to the floor by a member of Council or the public which cannot be summarily disposed of at the same meeting shall be referred by the Mayor to the appropriate Committee as determined by him/her at his/her sole discretion.

RULE 19 – STEERING COMMITTEES

The Mayor, may, from time to time, create steering committees and select the members to serve on such committees at the Mayor’s pleasure. The Mayor shall inform each such committee of the issue or issues that it is to explore and discuss. The steering committee shall report to the regular standing committee and provide input to that committee on various issues and assist the standing committee in it’s decision making process. The steering committee will not have any authority to vote or commit the Town or Council on any issue, but shall only serve in an advisory capacity. The Mayor shall dissolve the committee at his/her pleasure or when it’s

MAYOR'S APPOINTMENTS

<u>Position</u>	<u>Term</u>	<u>Appointee</u>
Env Comm Alt 1	3 year	Chris Jage
Env Comm	3 year	Robert Reitmeyer
Env Comm	3 year	Sandra Templeton
Historic Pres Class C	4 year	Cathie Lucca
Historic Preservation	4 year	Angela Donio
Historic Preservation Class C	4 Year	Jack Mazzeo
Hist. Pres. Alt 1	2 year	Theresa Barberio
Deputy Mayor	1 year	Michael Pullia
Obscenity Review Bd Council.	1 year	Sam Rodio
Obscenity Review Bd Council.	1 year	Jerry Barberio
Obscenity Review Bd. Council.	1 year	James Bertino
Rep Rev Comm Council	1 year	Tom Gribbin
Alt Rep Rev Comm Council	1 year	Sam Rodio
Planning Board	4 year	Phil DeMarco
Plan Bd Alt 2	2 year	Vincent Messina
Planning Board Council.	1 year	Paul Esposito
Planning Board Mayor seat	1 year	Steve DiDonato

MAYOR COUNCIL COMMITTEE APPOINTMENTS(First named Chairman)

- Administration** (Barberio, Esposito, Mayor)
- Business & Industry** (Gribbin, Rodio, Mayor)
- Education** (Bertino, Gribbin, Mayor)
- Finance** (All Members of Council)
- Law & Order** (Mayor, Rodio, Pullia)
- Public Works & Transportation** (Rodio, Pullia, Mayor)
- Quality of Life** (Esposito, Barberio, Mayor)
- Water & Sewer** (Pullia, Rodio, Mayor)

MAYOR DIDONATO'S AD-HOC COMMITTEES

- Green Committee
- Dan Bachalis-Chair
- Susan Gietka
- Caroline DiGiovanni
- Adam Witcraft
- Rebecca Mesch
- Susan Coan
- Enrique Lago
- Mike Henshaw
- Bob Lolio
- Celeste Safeer

- Arts & Culture Committee
- Dawn Baldwin
- Jack Mazzeo
- Rich Curcio

Linda Cashan
Carmelia Ziegler
Debra Rogers
Patty Palmieri
Christina DiDonato
Roseann Gazzara
Cathy DeMarco

Airport Committee

Rock Colasurdo – Administrator
Dennis Strigh
Don Berenato
John Fortis
Russ Green
Nort Davis
John Clements

Grant Committee

Jim Donio – Chair
Sam Mody
Bob Reitmeyer
Susan Coan
John Lyons
Councilman Barberio
Councilman Gribbin

Senior Committee

Tom Uργο
Dottie Mortellite
Bill Oberempt
Bud Paytner
Vince Messina
Mary Henning
Rachel Piccari
Michele DeFiore
Councilman Esposito
Councilwoman Barberio

Property Maintenance Task Force

Mayor DiDonato – Chair (in my absence Deputy Mayor Pullia)
Prosecutor – Shirley Grasso
Police Chief – Robert Jones
Building/Uniform Fire – Frank Domenico
Property Maintenance/Zoning – John Warren

Advocates

Downtown Advocate – Jim Donio
Water & Sewer Advocate – Ed Wuillermin
Arts & Culture Advocate – Tracy Petrongolo
Parks & Rec Advocate – Nancy Rydzewski

Roadway Projects

We will extend water to Pine, Union and Oak to provide safe drinking water to residents in that part of Town. The crossings are in to extend water service on First Road. This year we will look to continue that process and install the main lines. We will start the design phase for Grape Street reconstruction, and for Packard Street from Bellevue to Grape. We will look to repair and replace Pratt Street’s storm sewer.

In 2010 we micro-surfaced a section of road on Grand Street as a test; in 2011, we will monitor the durability of this project through the snow and plowing season. We hope that the test will be successful and we will extend this process through miles of our roadway in our town. This is a less expensive alternate to paving, will last approximately 10 years, and save the taxpayers hundreds of thousands of dollars.

MAYOR’S APPOINTMENTS WITH CONFIRMATION OF COUNCIL

<u>Position</u>	<u>Term</u>	<u>Appointee</u>
Lake Quality Class II	3 year	Paul Galletta
Lake Quality Alt 2	3 year	Mike Torrissi
Lake Quality Park Rep	1 year	John Scianni
Lake Quality Env. Rep.	1 year	Robert Reitmeyer
Park Commission	2 year	Louis Cappuccio
Park Commission	2 year	Paul Ordille
Park Commission Alt 2	1 year	John Donio
Park Commission Counc	1 year	Jerome Barberio
Park Commission Counc	1 year	Sam Rodio

Motion by Councilperson Barberio, seconded by Councilperson Rodio, confirm appointments as made by Mayor DiDonato.

Roll Call:

- Councilpersons:
- Barberio - Yes
- Bertino - Yes
- Esposito - Yes
- Gribbin – Yes (no on Lake Quality Alt 2-Mike Torrissi only)
- Pullia - Yes
- Rodio - Yes
- Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

COUNCIL APPOINTMENTS

CONSTABLE FOR A TERM OF 3 YEARS

Motion by Councilperson Barberio, seconded by Councilperson Bertino, appoint **Vincent Messina, Robert Conn, Carmen Inferrera, and William Brinkerhoff** as Constables for the Town of Hammonton for terms of 3 years.

Roll Call:

- Councilpersons:
- Barberio - Yes
- Bertino - Yes
- Esposito - Yes

Gribbin - Yes
Pullia - Yes
Rodio - Yes
Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

AIRPORT ADMINISTRATOR FOR A TERM OF 1 YEAR

Motion by Councilperson Gribbin, seconded by Councilperson Esposito, that **Rock Colasurdo** be appointed as Airport Administrator for a term of one year.

Roll Call:

Councilpersons:

Barberio - Yes
Bertino - Yes
Esposito - Yes
Gribbin - Yes
Pullia - Yes
Rodio - Yes
Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

REGISTRAR OF VITAL STATISTICS

WHEREAS Title 26:8-11 requires the governing body of the registration district to appoint a local Registrar of Vital Statistics; and

WHEREAS Title 26:8-13 sets the term of the local registrar concurrent with the term of the Municipal Clerk.

NOW THERE BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF HAMMONTON, COUNTY OF ATLANTIC AND STATE OF NEW JERSEY that April Boyer Maimone be appointed Registrar of Vital Statistics for the Town of Hammonton effective January 1, 2011 through December 31, 2013;

BE IT FURTHER RESOLVED THAT a certified copy of this resolution be filed with the State Registrar according to law.

Motion by Councilperson Barberio, seconded by Councilperson Gribbin, the resolution be adopted.

Roll Call:

Councilpersons:

Barberio - Yes
Bertino - Yes
Esposito - Yes
Gribbin - Yes
Pullia - Yes
Rodio - Yes
Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

ALTERNATE ENGINEER FOR A TERM OF 1 YEAR

Motion by Councilperson Rodio, seconded by Councilperson Gribbin, appoint **Kevin Dixon of Dixon Associates Engineering LLC** as Alternate Engineer for a term of one year.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

TOWN AUDITOR FOR A TERM OF 1 YEAR

WHEREAS, N.J.S.A. 19:44A-20.4 provides for an Open and Fair Process through Requests for Proposals, 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 Mayor and Council of the Town of Hammonton, County of Atlantic and State of New Jersey, as follows:

That **Todd Saler of Bowman and Co.** is hereby appointed as **Town Auditor** for the Town of Hammonton for a term of one (1) year.

That Auditor has agreed to provide necessary auditing services in an amount not to exceed \$38,000.00.

That the Auditor shall be available as consultant to the Officials of the Town of Hammonton and render such assistance as may be necessary during contract term.

That this contract is awarded as a "Professional Service", under the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law.

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.

Motion by Councilperson Barberio, seconded by Councilperson Bertino, the resolution be adopted.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

2 BOARD OF ADJUSTMENT MEMBERS-4 year terms

Motion by Councilperson Esposito, seconded by Councilperson Barberio, that **Michael Messina and James Matro** be appointed as members to the Board of Adjustment for terms of 4 years.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

CONFLICT SOLICITOR FOR A TERM OF 1 YEAR

Motion by Councilperson Bertino, seconded by Councilperson Barberio, appoint **William Cappuccio** as Conflict Solicitor for a term of one year.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

BOND COUNSEL FOR A TERM OF 1 YEAR

WHEREAS, N.J.S.A. 19:44A-20.4 provides for an Open and Fair Process through Requests for Proposals, 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 Mayor and Council of the Town of Hammonton, County of Atlantic and State of New Jersey, as follows:

That **Ronald Ianoale of McManimon and Scotland LLC** is hereby appointed as **Bond Counsel** for the Town of Hammonton for a term of one (1) year.

That Bond Counsel has agreed to provide requested services at the following rates:

Ordinance/Certified Record Proceedings \$600

Note Sales	\$.50 per \$1000 up to \$15,000,000
	\$.40 per \$1000 in excess of \$15,000,000
Each Additional Series	\$500
Bond Sales	\$3,500 plus \$1 per \$1000 bonds up to \$15,000,000
	\$.75 per \$1000 in excess of \$15,000,000
Refunding Bond Issue	\$5,000
Arbitrage Compliance	\$250
Credit Enhancement	\$1,000
Hourly Fee Attorney	\$195
Hourly Fee Legal Assistant	\$135
Plus Reasonable Charge for Out of Pocket Expenses (copies, express delivery, etc)	

That the Bond Counsel shall be available as consultant to the Officials of the Town of Hammonton and render such assistance as may be necessary during contract term.

That this contract is awarded as a "Professional Service", under the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law.

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.

Motion by Councilperson Barberio, seconded by Councilperson Esposito, the resolution be adopted.

Roll Call:

Councilpersons:

- Barberio - Yes
- Bertino - Yes
- Esposito - Yes
- Gribbin - Yes
- Pullia - Yes
- Rodio - Yes
- Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

2 DEPUTY EMERGENCY MANAGEMENT COORDINATORS – 3 YEAR TERMS

Motion by Councilperson Pullia, seconded by Councilperson Rodio, appoint **Nick Salvatore and Frank Domenico**, as Deputy Emergency Management Coordinators for three year terms.

Roll Call:

Councilpersons:

- Barberio - Yes
- Bertino - Yes
- Esposito - Yes
- Gribbin - Yes
- Pullia - Yes
- Rodio - Yes
- Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

TOWN ENGINEER FOR A TERM OF 1 YEAR

WHEREAS, N.J.S.A. 19:44A-20.4 provides for an Open and Fair Process through Requests for Proposals, 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 Mayor and Council of the Town of Hammonton, County of Atlantic and State of New Jersey, as follows:

That **Chris Rehmann of ARH** is hereby appointed as **Town Engineer** for the Town of Hammonton for a term of one (1) year.

That Engineer has agreed to provide engineering services at the following rates:

Principal Engineer	\$150.00
Project Adm/Dept Head	\$130.00
Senior Project Mgr	\$110.00
Project Mgr	\$ 95.00
Assoc Project Mgr	\$ 75.00
Sr. Tech	\$ 65.00
Technician	\$ 50.00
Survey Crew (3 person)	\$145.00
Survey Crew (2 person)	\$125.00
Senior Inspector	\$ 75.00
Inspector	\$ 60.00
Project Clerk	\$ 45.00

That the Engineer shall be available as consultant to the Officials of the Town of Hammonton and render such services as may be necessary during contract term.

That this contract is awarded as a "Professional Service", under the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law.

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.

Motion by Councilperson Pullia, seconded by Councilperson Barberio, the resolution be adopted.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

FIRE CHIEF & ASSISTANT FIRE CHIEF TERM OF 1 YEAR

Motion by Councilperson Barberio, seconded by Councilperson Rodio, per Volunteer Fire Companies Election Results, confirm appointment of **Domenick DiGiovannangelo** as Fire Chief and **Dennis LaSassa** as Assistant Fire Chief for terms of one year.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

LABOR ATTORNEY FOR A TERM OF 1 YEAR

WHEREAS, N.J.S.A. 19:44A-20.4 provides for an Open and Fair Process through Requests for Proposals, 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 Mayor and Council of the Town of Hammonton, County of Atlantic and State of New Jersey, as follows:

That **Stephen Barse of Gruccio Pepper DeSanto & Ruth** is hereby appointed as **Labor Attorney** for the Town of Hammonton for a term of one (1) year.

That Labor Attorney has agreed to provide the legal services at a rate of \$140.00 per hour; and

That the Labor Attorney shall be available as consultant to the Officials of the Town of Hammonton and render such legal assistance as may be necessary during contract term.

That this contract is awarded as a "Professional Service", under the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law.

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.

Motion by Councilperson Rodio, seconded by Councilperson Barberio, the resolution be adopted.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

COURT PROSECUTOR FOR A TERM OF 1 YEAR

Motion by Councilperson Gribbin, seconded by Councilperson Barberio, that **Shirley Grasso** be appointed as Court Prosecutor for a term of one year.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried and Shirley Grasso took her official oath of office.

CONFLICT COURT PROSECUTOR FOR A TERM OF 1 YEAR

Motion by Councilperson Gribbin, seconded by Councilperson Esposito, that **Sarah Johnson** be appointed as Conflict Court Prosecutor for a term of one year.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

PUBLIC DEFENDER FOR A TERM OF 1 YEAR

Motion by Councilperson Barberio, seconded by Councilperson Gribbin, that **Sam Curcio Jr.** be appointed as Public Defender for a term of one year.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried and Sam Curcio Jr. took his official oath of office.

CONFLICT PUBLIC DEFENDER FOR A TERM OF 1 YEAR

Motion by Councilperson Barberio, seconded by Councilperson Bertino, that **Frederick DeClement** be appointed as Conflict Public Defender for a term of one year.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

SMALL CITIES HOUSING REHAB PROGRAM GRANT ACQUISITION

WHEREAS, N.J.S.A. 19:44A-20.4 provides for an Open and Fair Process through Requests for Proposals, 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 Mayor and Council of the Town of Hammonton, County of Atlantic and State of New Jersey, as follows:

That **Gerard Velazquez of Triad Associates** is hereby appointed as **Small Cities Housing Rehab Program Grant Acquisition** for the Town of Hammonton for a term of one (1) year.

That Triad has agreed to provide requested services at the following rates:

President or Chairman	\$175 hr
Vice President	\$150 hr
Technical Advisor	\$150 hr
Chief Operating Officer	\$135 hr
Senior Assoc.	\$135 hr
Associate	\$100 hr

Housing Rehabilitation Services

- Eligibility Determination 11 homes @ \$500 ea
- Inspection Coordination 11 homes @ \$200 ea
- Bidding & Contracts 11 homes @ \$500 ea
- Case Management 11 homes @ \$500 ea

That the Triad shall be available as consultant to the Officials of the Town of Hammonton and render such assistance as may be necessary during contract term.

That this contract is awarded as a "Professional Service", under the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law.

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.

Motion by Councilperson Rodio, seconded by Councilperson Esposito the resolution be adopted.

Roll Call:

Councilpersons:

Barberio - Abstain

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

RMC RISK MANAGER FOR A TERM OF 1 YEAR

WHEREAS, the Bylaws of the Atlantic County Municipal Joint Insurance Fund require the appointment of a municipal Risk Management Consultant to perform various professional services as detailed in the Bylaws; and

WHEREAS, the RMC has agreed to perform duties for the Town of Hammonton for a **fee not to exceed 4%** 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

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF HAMMONTON, COUNTY OF ATLANTIC, STATE OF NEW JERSEY, that **P.J. Pullia of M.L.R. Risk Management of Hammonton**, New Jersey, be appointed 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 NJSA 40A:11-5 (1),(a),(i).

BE IT FURTHER RESOLVED that this resolution be advertised once in the legal newspaper of the Town of Hammonton.

Motion by Councilperson Barberio, seconded by Councilperson Rodio, that the resolution be adopted.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Recused

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

TOWN DOCTOR FOR A TERM OF 1 YEAR

Motion by Councilperson Gribbin, seconded by Councilperson Rodio, appoint **Atlantic Care Occupational Health** as Town Doctor for a term of one year.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

TOWN PLANNER FOR A TERM OF 1 YEAR

WHEREAS, N.J.S.A. 19:44A-20.4 provides for an Open and Fair Process through Requests for Proposals, 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 Mayor and Council of the Town of Hammonton, County of Atlantic and State of New Jersey, as follows:

That **Kevin Dixon of Dixon Associates Engineering LLC** is hereby appointed as **Town Planner** for the Town of Hammonton for a term of one (1) year.

That Town Planner has agreed to provide necessary services at the following rates:

Principal Engineer Partner	\$ 135.00
Associates	\$ 105.00
Project Manager	\$ 100.00
Engineer	\$ 90.00
Assistant Engineer	\$ 75.00
Inspector	\$ 75.00
CAD Operator	\$ 65.00

Fees for special studies, master plans, etc. will be established on a case by case basis.

Reimbursable expenses for printing, reproduction, photography, aerial photography 15%.

Timely collection and distribution of escrow accounts shall be the responsibility of the municipality.

That the Town Planner shall be available as consultant to the Officials of the Town of Hammonton and the Hammonton Planning Board and render such assistance as may be necessary during contract term.

That this contract is awarded as a "Professional Service", under the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law.

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.

Motion by Councilperson Rodio, seconded by Councilperson Gribbin, the resolution be adopted.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

TRAFFIC CONSULTANT FOR A TERM OF 1 YEAR

WHEREAS, N.J.S.A. 19:44A-20.4 provides for an Open and Fair Process through Requests for Proposals, 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 Mayor and Council of the Town of Hammonton, County of Atlantic and State of New Jersey, as follows:

That **Jerry Canter of Horner and Canter** is hereby appointed as **Traffic Consultant** for the Town of Hammonton for a term of one (1) year.

That Traffic Consultant has agreed to provide necessary services at the following rates:

Principal	\$140.00
Associate	\$115.00
Senior Project Mgr	\$ 95.00
Project Manager	\$ 85.00
Engineer	\$ 75.00
Supervising Designer	\$ 75.00
Principal Designer	\$ 65.00
Senior Designer	\$ 55.00
CADD Technician	\$ 50.00
Assistant Engineer	\$ 50.00
Traffic Technician	\$ 60.00
Technical Secretary	\$ 45.00
Traffic Enumerator	\$ 40.00
Clerk Typist	\$ 35.00
Expert Testimony	\$165.00
Mileage reimbursement	at IRS Standard
Prints, Bulk Copying, Long Distance comm, Transportation expenses, tolls, parking	At Cost
ATR machines (equipment cost per location)	\$ 50.00

That the Traffic Consultant shall be available as consultant to the Officials of the Town of Hammonton, the Hammonton Planning/Zoning Board and render such assistance as may be necessary during contract term.

That this contract is awarded as a "Professional Service", under the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law.

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.

Motion by Councilperson Gribbin, seconded by Councilperson Esposito, the resolution be adopted.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato – Yes

Mayor DiDonato declared the motion carried.

RESOLUTIONS

#R011-2011 Defer School Tax

WHEREAS, regulations provide for the deferral of not more than 50% of the annual levy when school taxes are raised for a second year and have not been requisitioned by the school district; and

WHEREAS, the Division of Local Government Services requires that a resolution be adopted by a majority of the governing body prior to February 10 of the year subsequent to the deferral, authorizing an increase in the amount of the deferral; and

WHEREAS, it is the desire of the Governing Body of the Town of Hammonton, County of Atlantic to increase the amount of local school deferred taxes by \$59,673.00.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Town of Hammonton that the amount of deferred local school taxes be increased to \$8,665,437.00.

#R012-2011 Designation Official Banks & Signatures for Municipal Checks

WHEREAS, the Town of Hammonton is obligated to designate depositories in connection with the deposit of all monies received; and

WHEREAS, the proper officials who are authorized to sign all checks, warrants and drafts of the Town of Hammonton, excluding Municipal Court, should likewise be designated.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the Town of Hammonton, County of Atlantic and State of New Jersey, that the following are hereby designated as official depositories of the Town of Hammonton:

- Bank of America
- U.S. Bank
- Susquehanna Bank
- Wachovia Bank

BE IT FURTHER RESOLVED that 2 signatures are required on each check as follows:

1st Signature must be one of the following:

Mayor
Deputy Mayor

2nd Signature must be one of the following:

Treasurer
Town Accountant
Purchasing Agent

#R013-2011 Authorize Purchases State Approved Vendors for 2011

WHEREAS, it is necessary to create a Listing of State Vendors to be utilized by the Town of Hammonton;

BE IT RESOLVED by the Mayor and Council of the Town of Hammonton that pursuant to N.J.S.A. 40A:11-12 the following state contracts be awarded for the **year 2011**:

<u>COMPANY</u>	<u>CERTIFICATION NUMBER</u>
A.E. Stone Inc.	58132
Air Technology Solutions	60385
All Industrial Safety Products	60378
Asphalt Paving Systems, Inc.	61441
Asplundh Tree Expert Co.	58857
Avaya Inc. (Lucent)	42285
BCI Burke Co. Inc.	59065
Bellmawr Truck Repair Co. Inc.	40953
Bridgestate Foundry Corp.	62819
Bruno's Auto Parts Inc.	57712
CCC Heavy Duty Truck Parts Co.	41039
Continental Fire & Safety, Inc.	53082
Consolidated Steel & Aluminum	58655
Contractor Service Inc.	57758
Crescent Tire Inc.	50879
Danone Waters of North America	53432
Dell Marketing	81247
Dom's International Inc.	40940
E Plus Technology	81185
Edmund's Assoc. Inc.	81201
Fairlite Electric Supply	51803
Fisher Scientific Co. Inc.	61493
Frank Mazza & Son Inc.	84599
Gallo GMC Truck Sales	50924
Garden State Highway Products	63954
GovDeals	70967
General Spring Service Corp.	40981
GF Office Furniture Ltd.	57052
Gov Deals	70967
Gold Type Business Machines	69834
Global Inc	69980
HA DeHart & Son	A40905
Hach Co. Inc.	62157
Hertrich Fleet Services	73866
Horizon Healthcare	50925
Houpert Truck Service	56229
Jan Communication & Electronic	53803

Jet-Vac Inc.	41382
Johnson & Towers, Inc.	56231
Johnstone Supply	60309
Joseph Fazzio Inc	60483
Kimball International	69941
KML Technology Inc.	51010
Kyocera	A53090
Lakeview Garage	50812
Lawmen Supply Co. of NJ Inc.	60529
Lawson Products Inc.	55107
Micrographic Computer Services	63533
Oakwood Uniform & Equip., Inc.	59950
Office Business Systems	46717
Old Dominion Brush Inc.	41325
Pedroni Fuel Co.	44178
Photo Center	87641
Pitney Bowes Inc.	55220
Promedia Technology Services	81225
QED Environmental Systems	60395
Quality Communications Corp	53766
Ransome Engines	40973
Red the Uniform Tailor Inc.	55302
Ricoh Business Systems	49365
RFP Solutions Inc.	42293
Rodio Tractor Sales Inc.	41172
S.J. Sanitation Co Inc.	54970
Sam's Auto Care Center Inc.	50825
Savin Corporation	49364
Seely Equipment/Supply Co. Inc.	56241
Staples	74337
Tek Tron Corp.	53752
Thomas Rodio & Son	50874
Thomas Scientific	61488
Thompson West (West Group)	62040
Trans Axle Corp.	40922
Trico Equipment	58303
Universal Computing Services	48249
Verizon Network Intg	81231
Verizon New Jersey	51015
Verizon Wireless	89590
Vineland Auto Electric	40938
Warnock Dodge, Inc.	53130
Nextel Communications	64429
Wharton Hardware & Supply Co.	59965
Winner Ford Inc.	45069
Yardville Supply Co. Inc.	63914

#R014-2011 Designate Official Newspapers

WHEREAS, N.J.S.A. 40:53-1 provides that the governing body of every municipality may designate qualified newspaper(s) that circulate within the municipality for the publication of all advertisements and notices required by law to be published; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF HAMMONTON, COUNTY OF ATLANTIC, STATE OF NEW JERSEY as follows:

The **Hammonton Gazette** shall be designated as the official newspaper for the Town of Hammonton for the year **2011**.

The **Press of Atlantic City or the Daily Journal (Hammonton News)** shall be designated as the secondary newspapers for publications in the event that the advertisement does not make the Hammonton Gazette deadline for advertising or in the event that the legal document is required to be advertised in two newspapers circulating within the municipality.

#R015-2011 Adopt Temporary Budget – General Account

#R 15-2011

RESOLUTION

RESOLUTION of the Mayor and Common Council of the Town of Hammonton, in the County of Atlantic and State of New Jersey providing for and making Temporary Appropriations for current needs for operating costs and expenses of the Local Budget for the Town of Hammonton.

WHEREAS, Section 110 of the Local Budget Act provides that where any contract, commitments or payments are to be made prior to the final adoption of the Budget, Temporary appropriations shall be made for the purpose and amounts required in the manner and time provided therein; and

WHEREAS, twenty-six and one quarter percent of the Total Appropriation of the prior year’s budget, exclusive of any appropriations made for the debt service and capital improvement fund.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the Town of Hammonton, New Jersey, that the following (attached) temporary appropriation(s) be made.

#R016-2011 Adopt Temporary Budget – Public Utilities

Resolution of the Mayor and Common Council of the Town of Hammonton, County of Atlantic, State of New Jersey, making Temporary Appropriations for the operation of publicly owned and operated utilities of the said Town of Hammonton.

Whereas, Article 2, Section 212 and Article 3 of the Local Budget Act of the State of New Jersey, make it obligatory for the Water Utility and Sewerage Utility of the Town of Hammonton to be operated under the provision of the said Local Budget Act; and

Whereas, Section 110 of the Local Budget Act provides that where any contracts, commitments or payments are to be made prior to the final adoption of the Budget, Temporary Appropriations should be made for the purpose of amounts required.

Now, Therefore Be It Resolved by the Mayor and Common Council of the Town of Hammonton, New Jersey, that the (attached) Temporary Appropriations be and they are hereby made for the **Water and Sewer Utilities**.

#R017-2011 Adopt Cash Management Plan

WHEREAS, N.J.S.A. 40A:5-14 requires certain municipalities to adopt Cash Management Plans for certain public funds pending the use of such funds for intended purposes; and

WHEREAS, the Plan is intended to cover the deposit and/or investments of certain accounts identified by the Cash Management Plan; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF HAMMONTON, ATLANTIC COUNTY, NEW JERSEY that a Cash Management Plan shall and be hereby adopted for year **2011** consistent with the Cash Management Plan which is attached hereto and made a part hereof; and

BE IT FURTHER RESOLVED that the Chief Financial Officer of the Town of Hammonton and the Treasurer of the Town of Hammonton are hereby authorized and directed to make the required deposits and/or investments for the funds referred to in the within Plan.

CASH MANAGEMENT PLAN OF THE TOWN OF HAMMONTON

STATEMENT OF PURPOSE

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investment ("Permitted Investments") of certain public funds of the Town of Hammonton, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN

The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the Town of Hammonton:

- Current Fund
- Animal Control Funds
- Trust Funds
- Capital Funds
- Utility Funds

DESIGNATION OF OFFICIALS OF THE TOWN OF HAMMONTON AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE LAW

The Chief Financial Officer of the Town of Hammonton and the Treasurer (the "Designated Official") are hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgment kept on file with such officials. All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official referred to in Section III above.

AUTHORIZED INVESTMENTS

Except as otherwise specifically provided herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- (2) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
- (3) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
- (4) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
- (5) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52:18A-90.4); or
- (6) Agreements for the repurchase of fully collateralized securities if:
 - (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (2) of this section;
 - (b) the custody of collateral is transferred to a third party;
 - (c) the maturity of the agreement is not more than 30 days;
 - (d) the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.17:9-41); and
 - (e) a master repurchase agreement providing for the custody and security of collateral is executed.

SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Town of Hammonton, then such investment or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the state of New Jersey. Such institution shall provide for the designation of such investments in the name of the Town of Hammonton to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investments are either received by the Town of Hammonton or by a third party custodian prior to or upon the release of the Town of Hammonton's funds.

To assure that all parties with whom the Town of Hammonton deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official (s).

REPORTING REQUIREMENTS

On the fifteenth day of each month during which this Plan is in effect, the Designated Official(s) referred to in Section III hereof shall supply to the governing body of the Town of Hammonton a written report of any Deposits or Permitted Investments as of the end of the previous month made pursuant to this Plan, which shall include, at a minimum, the following information:

- (1) The name of any institution holding funds of the Town of Hammonton as a Deposit or Permitted Investment.
- (2) The amount of securities or Deposits purchased or sold during the immediate preceding month.
- (3) The class or type of securities purchased or Deposits made.
- (4) The book value of such Deposits or Permitted Investments.
- (5) The earned income on such Deposits or permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediate preceding month.
- (6) The fees incurred to undertake such Deposits or Permitted Investments.

TERM OF THE PLAN

Attached to this Plan is a resolution of the governing body of the Town of Hammonton approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Mayor and Town Council, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

#R018-2011 Appoint JIF Fund Commissioner

WHEREAS, the Town of Hammonton is a member of the Atlantic County Municipal Joint Insurance Fund; and

WHEREAS, the Bylaws of the FUND require that in the manner generally prescribed by law, each member shall appoint one (1) Fund commissioner to the Fund; and

WHEREAS, N.J.A.C.11:15-2.6 states that a Fund Commissioner who is an employee of the appointing member shall hold office at the pleasure of the member and can be removed by the member at any time without cause; and

WHEREAS, the Town of Hammonton recommends the appointment of Frank Zuber to serve as Fund Commissioner in accordance with the FUND bylaws;

NOW, THEREFORE, BE IT RESOLVED by the Town of Hammonton that it does hereby appoint Frank Zuber as Fund Commissioner to the Atlantic County Municipal Joint Insurance Fund.

#R019-2011 Appoint JIF Alternate Fund Commissioner

WHEREAS, the Town of Hammonton is a member of the Atlantic County Municipal Joint Insurance Fund; and

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

WHEREAS, the Town of Hammonton recommends the appointment of Audrey Boyer, as Alternate Fund Commissioner.

NOW, THEREFORE, BE IT RESOLVED by the Town of Hammonton that it does hereby appoint Audrey Boyer as Alternate Fund Commissioner.

#R020-2011 Appoint Municipal Assessment Search Officer

WHEREAS, N.J.S.A., 54:5-18.3 provides that either the Municipal Clerk or the Municipal Engineer shall be appointed **Municipal Assessment Search officer**; and

BE IT FURTHER RESOLVED that the Municipal Clerk of the Town of Hammonton is designated as Municipal Assessment Search Officer pursuant to N.J.S.A. 54:5-18.3; and

BE IT FURTHER RESOLVED that each of said officials shall charge for Assessment Searches and all continuations thereof reasonable fees not to exceed the limitation set by N.J.S.A. 54:5-14 and 15 respectively; and

#R021-2011 Amend Chapter 48

Motion by Councilperson Barberio, seconded by Councilperson Bertino, resolution(s) 11 through 21-2011 be adopted.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

Public Official Bonds

Motion by Councilperson Barberio, seconded by Councilperson Bertino, there be required of the officials of the Town of Hammonton, the Public Official Bond in the same amount as is required for the previous year.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

ORDINANCES

Ordinance 001 - 2011 Amend Employee Evaluation

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HAMMONTON
AMENDING ORDINANCE #36-2007 ESTABLISHING A JOB PERFORMANCE
REVIEW PROCESS FOR TOWN EMPLOYEES

WHEREAS, the Mayor and Council of the Town of Hammonton desire to amend Ordinance 36-2007;

WHEREAS, the Mayor and Council wish to change the evaluation process as follows:

1. A separate evaluation form has been created and will now be used for police as well department heads;
2. All employees will be evaluated on their anniversary;
3. All evaluations are subject to review and approval of the Town Clerk;
4. The Town Clerk will be responsible for evaluation of department heads;
5. The evaluations will now be reviewed by Mayor and Council prior to employee/department head promotions;
6. The evaluations will be used for other circumstances such as hiring part time to full time status, review of performance after probationary period or reprimand, or any other reason as deemed necessary by the Town Clerk;
7. The evaluation now requires supporting documentation for negative review;

WHEREAS, the employee or department head will continue to have the ability to comment or appeal before their council committee the job performance evaluation given to them;

WHEREAS, the job evaluation does not eliminate the department head, Town Clerk or Mayor and Council's ability to reprimand (verbally or in writing or to suspend).

NOW THEREFORE BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF HAMMONTON, COUNTY OF ATLANTIC, STATE OF NEW JERSEY, that the attached revised employee, police and department head evaluation form and process be adopted to take affect beginning 1/25/11.

Motion by Councilperson Barberio, seconded by Councilperson Esposito, the ordinance be taken up for and pass first reading and be given legal publication.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

Ordinance #002-2011 Amend Purchasing Ordinance

AN ORDINANCE AMENDING ORDINANCE # 23-2008
Chapter 55 OF THE CODE OF THE TOWN OF HAMMONTON
ENTITLED PURCHASING

BE IT ORDAINED by the Mayor and Council of the Town of Hammonton, in the County of Atlantic and State of New Jersey, as follows:

SECTION I. PURPOSE

In order to provide for control and accountability over all expenditures by the Town of Hammonton, and in recognition of the essential need to maintain viable procedures so that the business operations of local government may proceed in an efficient and timely manner, this ordinance shall be adopted which shall set forth the procedures to be followed in order to make purchases by any Department Head (or in their absence, the next in charge in the Department) of the Town of Hammonton.

SECTION II. APPLICABILITY

The regulations and requirements outlined herein shall be applicable for all purchases by all Department Heads of the Town of Hammonton.

SECTION III. PROCEDURES

It is determined that each Town Department shall be allocated funds for the annual operation of said department. The Head of that Department is responsible for purchases on behalf of the department and shall:

1. First obtain a verbal or written quote/cost for the proposed or requested purchase.
2. Accurately complete and sign a requisition and submit same to the Purchasing Agent of the Town of Hammonton.
3. Wait until the Purchasing Agent has issued a purchase order (which authorizes the purchase to be made) describing the item to be purchased and cost of same, before actually making the purchase. Head of Department shall issue the purchase order to the vendor in person or by fax and this authorizes the vendor to remit the product or service and guarantees payment of same will be made by the Town of Hammonton so long as the product or service is remitted to the satisfaction of the Town of Hammonton.
4. If a product or service must be ordered, then it is the department heads responsibility to review the monthly list of bills to be paid and sign off on same that all bills listed are accurate and have been received to the satisfaction of the Town of Hammonton. Products or service on order and not received by the Town should not be paid for ahead of time. The purchase order is the legal document authorizing the order or purchase and guaranteeing payment of same.
5. Department Head is responsible for working within his/her annual budget. This means Department Head should anticipate all possible expenditures for budget year and pre encumber those funds so that he/she may work with the remaining department budget balance.
6. Department Head may not exceed his/her allocated budget in any given year.
7. Department Head must review his/her departments budget balances which appear on the monthly council meeting agenda's e mailed to department head under the Town Clerk Report.
8. For purchases/requisitions exceeding \$100.00 the Council Committee must also sign requisition before it is submitted to the Purchasing Agent for review and approval and issuance of a purchase order.
9. For purchases for products or services exceeding \$5,400.00 or the percentage of the Bid Threshold as determined by the State of New Jersey for any particular year, department head must attempt to receive 2 or more quotes and attach same to his/her requisition prior to Council Committee Chair signature.
10. For purchases exceeding \$17,500 or the amount set by State of New Jersey (Pay to Play Law) in any given budget year, Department Head must contact Purchasing Agent to ascertain how the purchase may be made.
11. For purchases exceeding \$36,000 or the amount set by State of New Jersey Bidding Laws in any given year, Department Head must contact Purchasing Agent so that they may formally bid that product or service.
12. Multiple purchases of the same product or service in any given budget year must be calculated in total to determine how the purchase can legally be made.
13. Should an emergency arise, department head must contact Purchasing Agent for direction prior to making any purchase for product or service.
14. Should the Department Head receive a letter during any given budget year from the Purchasing Agent mandating "no further spending" in his/her department due to previous overexpenditures and/or lack of sufficient funding in that department, department head must comply. Should department head continue to make purchases at any point after receiving this letter, he/she may automatically be suspended.
15. Should a department head turn in an incomplete requisition to the Purchasing Agent it will be returned with a letter stating reason for same and if the purchase pre dates the requisition and purchase order, it

will be taken to Mayor and Council for review and department head will be subject to disciplinary action for the unauthorized purchase.

- 16. All purchases (except annual department appropriations following the above procedures) charged to Bond Ordinances, Trusts, Grants etc.. must also be approved by Mayor and Council before the purchase is made.
- 17. No final payment shall be made to a vendor until an invoice is attached to the purchase order being paid, as well as the packing slip. If no packaging slip is attached then the department head receiving the product or service must sign off on a receipt of services/product form.

SECTION IV. REPEALER

Any ordinance or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed as to such inconsistency only.

SECTION V. COMPLIANCE WITH STATE LAW.

Any purchase made by the Town of Hammonton is still governed by the State of New Jersey laws.

SECTION VI. EFFECTIVE DATE.

This ordinance shall take effect upon publication and passage according to law.

Motion by Councilperson Esposito, seconded by Councilperson Barberio, the ordinance be taken up for and pass first reading and be given legal publication.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

Ordinance # 003-2011 Establish Municipal Utilities Department

*to be inserted in full at time of public hearing

Motion by Councilperson Pullia, seconded by Councilperson Gribbin, the ordinance be taken up for and pass first reading and be given legal publication.

Roll Call:

Councilpersons:

Barberio - Yes

Bertino - Yes

Esposito - Yes

Gribbin - Yes

Pullia - Yes

Rodio - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

MAYOR'S ADDRESS

First, on behalf of Council and the residents of Hammonton, I would like to thank Councilwoman Jeanne Lewis for her many years of service to our community.

Today the town welcomes back Councilmen Sam Rodio, Jerry Barberio, Mickey Pullia, Tom Gribbin and Jim Bertino to the 2011 Hammonton Town Council.

I would also like to welcome Councilman Paul Esposito to the 2011 Hammonton Town Council.

On behalf of Council, I would like to congratulate Chief Bob Jones, Captain Nick Salvatore and Lieutenant Kevin Friel on their promotions today. These three men, in addition to Lieutenant Fiorentino, will lead and represent the Hammonton Police Department. I am confident that our police force, under the direction of Chief Jones, will be one of the most honorable, community-involved, and respected departments in the state.

I would like to wish April Maimone much success in her duties as Town Clerk. April has an excellent work ethic, love of her job, and commitment to the town, that will serve the community well.

Nationally our economy appears to be emerging from one of its deepest recessions. I look forward to 2011 as a year on the road to recovery. Hammonton has been more fortunate than many cities and towns nationally, because of construction projects like New Jersey Manufacturers, AtlantiCare and future investments in our town, such as Stockton College. Hammonton has been noticed throughout New Jersey as having one of the most successful Main street revitalization programs. We should all be extremely proud of the success that we enjoy in our Downtown. In addition to the Downtown, I look toward the White Horse Pike and the many new projects that are under construction and/or are being planned in 2011. Our entire town is truly on the move.

Private investment in the Town of Hammonton is what will keep the ball rolling in 2011. We should all be thankful; for the many new businesses which have opened and the existing establishments which continue to improve services. AS a community, we must support all of our local businesses. Again, I ask you to do this by shopping, dining and using local services. This Council will do everything possible to promote business throughout the town.

But it's not just all about business. Last year I asked you to reach out a helping hand to a friend, family member or neighbor. I ask you to continue this in 2011. This is what Hammonton is all about, because I believe, like you believe, that being a Hammontonian is about family, friends and always helping others.

This Mayor and Council will continue the proud traditions Hammonton is known for and we will continue building on our proud past with an even brighter future. As we all know, Hammonton is one of the nicest places to raise a family, and we will continue to keep it that way.

I would like to thank my family for their love and support. I would also like to thank publicly the families of the councilmen and all our public servants for giving up time with their loved ones so they can serve the greater good of our community.

Thank you and Have a Happy & Blessed New Year!

PUBLIC HEARD

No one from the public desired to be heard.

Councilman Sam Rodio

Councilman Rodio stated he appreciates the support of town residents and his family. He believes Mayor and Council will continue to work hard for the town to get things done. He thanked everyone.

Councilman James Bertino

Councilman Bertino also thanked everyone especially the people who elected him. He stated he realizes that being elected to council is an extremely important honor and he thanked everyone and wished them a healthy, happy and prosperous new year. He stressed that working together we can resolve many issues that are important to our community.

Councilman Paul Esposito

Councilman Esposito thanked Mayor DiDonato for the opportunity to be heard. He looks forward to working with Mayor and Council. Thanked everyone and wished everyone a happy new year.

Councilman Tom Gribbin

Councilman Gribbin welcomed Councilman Esposito. He knows that Paul will do an excellent job for the Town of Hammonton. He also welcomed back Councilmen Rodio and Bertino and wished Councilman Bertino luck in the next few weeks. He thanked the residents of Hammonton for giving him the opportunity to serve them. He wished everyone a happy and blessed new year.

Councilman Jerry Barberio

Councilman Barberio thanked his family for their support and sacrifice during the time he spends working at home on behalf of the Town of Hammonton which takes away from family time.

Councilman Michael Pullia

Councilman Pullia wished everyone a happy new year and stated he looks forward to the coming year.

Brian Howell, Town Solicitor

Mr. Brian Howell thanked his family for their support and the town department heads who work with him.

MEETING ADJOURNED

Motion by Councilperson Barberio, seconded by Councilperson Bertino, the meeting be adjourned. Motion carried.

April Boyer Maimone, Municipal Clerk