

JANUARY 7, 2015

**ANNUAL GIBBSBORO REORGANIZATION MEETING AGENDA  
JANUARY 7, 2015**

**7:00 P.M. Meeting called to order by Mayor Campbell  
Pledge of Allegiance  
Opening Statement, "All the notice requirements of the Open Public Meeting  
Act have been complied with in full."**

**ROLL CALL:**

- Councilman Gerald Bonsall
- Councilman Mitchell Brown
- Councilman John Croghan
- Councilman Fred Deterding
- Councilman Jack Flynn
- Councilman Michael MacFerren

Clerk presents Certificate of Election for:

**COUNCILMAN JACK FLYNN**

**OATH OF OFFICE ADMINISTERED BY MAYOR CAMPBELL**

Clerk presents Certificate of Election for:

**COUNCILMAN FRED DETERDING**

**OATH OF OFFICE ADMINISTERED BY MAYOR CAMPBELL**

**COUNCIL IS SEATED**

**SELECTION OF COUNCIL PRESIDENT:**

Nominee \_\_\_\_\_ Moved by \_\_\_\_\_, Second \_\_\_\_\_

Motion to close nominations by \_\_\_\_\_, Second \_\_\_\_\_

**2015-1-01 RESOLUTION APPOINTING COUNCIL PRESIDENT**

Motion to approve Resolution \_\_\_\_\_, Second \_\_\_\_\_

Voice Vote:	Councilman Bonsall	___	Councilman Brown	___
	Councilman Croghan	___	Councilman Deterding	___

JANUARY 7, 2015

Councilman Flynn \_\_\_\_\_ Councilman MacFerren \_\_\_\_\_

**OATH OF OFFICE ADMINISTERED BY SOLICITOR JOHN P. JEHL**

**APPOINTMENTS:**

<b>Borough Solicitor</b>	John P. Jehl, for Jehl & Fabian	12/31/15
<b>Borough Engineer</b>	Gregory Fusco, Acting for KEI Associates	12/31/15
<b>Borough Auditor</b>	Leon P. Costello, Acting for Ford, Scott & Associates, LLC	12/31/15
<b>Borough Planner</b>	Brian M. Slaugh, Acting for Clarke, Caton, Hintz	12/31/15

Motion to ratify appointments \_\_\_\_\_, Second \_\_\_\_\_

Voice Vote:	Councilman Bonsall _____	Councilman Brown _____
	Councilman Croghan _____	Councilman Deterding _____
	Councilman Flynn _____	Councilman MacFerren _____

- 2015-1-02 RESOLUTION APPOINTING BOROUGH SOLICITOR**
- 2015-1-03 RESOLUTION APPOINTING BOROUGH ENGINEER**
- 2015-1-04 RESOLUTION APPOINTING BOROUGH AUDITOR**
- 2015-1-05 RESOLUTION APPOINTING BOROUGH PLANNER**

Motion to approve Resolutions \_\_\_\_\_, Second \_\_\_\_\_

Voice Vote:	Councilman Bonsall _____	Councilman Brown _____
	Councilman Croghan _____	Councilman Deterding _____
	Councilman Flynn _____	Councilman MacFerren _____

**OATH OF OFFICE ADMINISTERED BY  
HONORABLE FREEHOLDER JEFFREY NASH**

**MAYOR CAMPBELL MAKES THE FOLLOWING APPOINTMENTS**

	<u><b>ENVIRONMENTAL COMMISSION</b></u>	
Member	Councilman Mitchell Brown	12/31/17
Member, Alt #1	Edward Madden	12/31/16

JANUARY 7, 2015

**PLANNING/ZONING BOARD**

Member, Class 2 Susan R. Croll 12/31/15

**BOARD OF RECREATION COMMISSION**

Member Mayor Edward Campbell 12/31/17

**NOMINEES FOR PLANNING BOARD, CLASS #3**

Nominee \_\_\_\_\_ Moved by \_\_\_\_\_ Second by \_\_\_\_\_

Motion to close nominations by \_\_\_\_\_ Seconded by \_\_\_\_\_

Voice Vote:	Councilman Bonsall	_____	Councilman Brown	_____
	Councilman Croghan	_____	Councilman Deterding	_____
	Councilman Flynn	_____	Councilman MacFerren	_____

**OATH OF OFFICE ADMINISTERED BY HONORABLE FREEHOLDER  
JEFFREY NASH**

**MAYOR CAMPBELL MAKES THE FOLLOWING APPOINTMENTS:**

**OTHER APPOINTMENTS**

Borough Historian	Mayor Edward Campbell	12/31/15
Editor, Town Crier	Mayor Edward Campbell	12/31/15
Building Inspector	Raymond L. Hallworth	12/31/15
Compliance Officer	Raymond L. Hallworth	12/31/15
Zoning Official	Raymond L. Hallworth	12/31/15
Sewer Operator	David Kennedy	12/31/15
Sewer Clerk	Patricia Capasso	12/31/15
Fire Official/Inspector	John Zuggi	12/31/15
Fire Inspector	Stephen Buchhofer	12/31/15
Police Matron	Peggy Mason	12/31/15

**MUNICIPAL COURT**

Judge	Roderick Baltimore	12/31/17
Prosecutor	Timothy J. Higgins	12/31/15
Public Defender	Charles Wiggington	12/31/15
Court Administrator	Dale Glinske	12/31/17
Deputy Court Clerk	Heather Campbell	12/31/15

Motion to ratify appointments \_\_\_\_\_, Second \_\_\_\_\_

**JANUARY 7, 2015**

Voice Vote:	Councilman Bonsall	___	Councilman Brown	___
	Councilman Croghan	___	Councilman Deterding	___
	Councilman Flynn	___	Councilman MacFerren	___

**2015-1-06                      RESOLUTION RATIFYING APPOINTMENTS**

Motion to Approve Resolution \_\_\_\_\_, Second \_\_\_\_\_

Voice Vote:	Councilman Bonsall	___	Councilman Brown	___
	Councilman Croghan	___	Councilman Deterding	___
	Councilman Flynn	___	Councilman MacFerren	___

**OATH OF OFFICE ADMINISTERED BY FREEHOLDER JEFFREY NASH**

**RESOLUTIONS:**

- 2015-1-07                      RESOLUTION APPOINTING COMMITTEES
- 2015-1-08                      RESOLUTION ESTABLISHING ORDER OF BUSINESS
- 2015-1-09                      RESOLUTION ADOPTION OF TEMPORARY BUDGET
- 2015-1-10                      RESOLUTION ADOPTING ROBERT’S RULES OF ORDER
- 2015-1-11                      RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS FOR PUBLICATION
- 2015-1-12                      RESOLUTION ESTABLISHING COUNCIL MEETING DAYS AND TIMES
- 2015-1-13                      RESOLUTION ESTABLISHING MEETING DAYS AND TIMES FOR MUNICIPAL BODIES
- 2015-1-14                      RESOLUTION AUTHORIZING A CASH MANAGEMENT PLAN FOR THE BOROUGH OF GIBBSBORO
- 2015-1-15                      RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT
- 2015-1-16                      RESOLUTION APPOINTING ASSESSMENT OFFICER
- 2015-1-17                      RESOLUTION APPOINTING TAX COLLECTOR AS MUNICIPAL

**JANUARY 7, 2015**

**LIEN OFFICER**

- 2015-1-18 RESOLUTION AUTHORIZING TAX ASSESSOR TO FILE, STIPULATE, SETTLE TAX APPEALS, AND ROLL BACK TAX COMPLAINTS FOR THE BOROUGH OF GIBBSBORO
- 2015-1-19 RESOLUTION ESTABLISHING DUE DATES FOR THE COLLECTION OF ANNUAL SEWER ASSESSMENTS
- 2015-1-20 RESOLUTION SETTING INTEREST RATE FOR UNCOLLECTED TAXES AND DELINQUENT SEWER BILLS
- 2015-1-21 RESOLUTION AUTHORIZING AN ESCROW FOR TAX COLLECTOR ERRORS AND OMISSIONS
- 2015-1-22 RESOLUTION REGARDING HIRING
- 2015-1-23 RESOLUTION AUTHORIZING REIMBURSEMENT OF EXPENSES INCURRED BY PERSONS PERFORMING BOROUGH BUSINESS
- 2015-1-24 RESOLUTION APPOINTING AFFIRMATIVE ACTION COMPLIANCE OFFICER AND CIVIL RIGHTS COMPLIANCE OFFICER
- 2015-1-25 RESOLUTION AUTHORIZING OPENING OF OFFICIAL CHECKING ACCOUNTS
- 2015-1-26 RESOLUTION ESTABLISHING CHANGE FUND ACCOUNTS
- 2015-1-27 RESOLUTION ESTABLISHING PETTY CASH FUNDS
- 2015-1-28 RESOLUTION AUTHORIZING ESTABLISHMENT OF FEES
- 2015-1-29 RESOLUTION OF THE BOROUGH OF GIBBSBORO, COUNTY OF CAMDEN, STATE OF NEW JERSEY CANCELING CERTAIN TAX CREDIT UNDER TEN DOLLARS
- 2015-1-30 RESOLUTION OF THE BOROUGH OF GIBBSBORO, COUNTY OF CAMDEN, STATE OF NEW JERSEY CANCELING CERTAIN SEWER CREDITS UNDER ONE DOLLAR
- 2015-1-31 RESOLUTION APPOINTING FUND COMMISSIONER AND ALTERNATE FUND COMMISSIONER FOR THE CAMDEN COUNTY

JANUARY 7, 2015

MUNICIPAL JOINT INSURANCE FUND AND MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND

2015-1-32 RESOLUTION AUTHORIZING THE BOROUGH CLERK TO ADVERTISE EMPLOYMENT VACANCIES

2015-1-33 RESOLUTION RECONFIRMING THE DEDICATED TAX RATE FOR THE MUNICIPAL OPEN SPACE, RECREATION, FARMLAND AND HISTORIC PRESERVATION TRUST FUND FOR TAX BILLING PURPOSES

2015-1-34 RESOLUTION ESTABLISHING SALARIES OF MUNICIPAL OFFICIALS AND EMPLOYEES OF THE BOROUGH OF GIBBSBORO, COUNTY OF CAMDEN FOR THE YEAR 2015

Motion to Approve Resolutions \_\_\_\_\_ Second \_\_\_\_\_

Voice Vote:	Councilman Bonsall	___	Councilman Brown	___
	Councilman Croghan	___	Councilman Deterding	___
	Councilman Flynn	___	Councilman MacFerren	___

2015-1-35 RESOLUTION AUTHORIZING THE CHANGE ORDER NUMBER 1 –FINAL FOR COMPLETION OF THE EXTERIOR DOOR REPLACEMENTS AT THE GIBBSBORO SENIOR CENTER AND THE PUBLIC WORKS GARAGE

2015-1-36 RESOLUTION CREATING THE BOROUGH OF GIBBSBORO’S GREEN TEAM FOR PARTICIPATION IN THE SUSTAINABLE JERSEY CERTIFICATION PROGRAM

Motion to Approve Resolutions \_\_\_\_\_ Second \_\_\_\_\_

Voice Vote:	Councilman Bonsall	___	Councilman Brown	___
	Councilman Croghan	___	Councilman Deterding	___
	Councilman Flynn	___	Councilman MacFerren	___

**ORDINANCES:**

**FIRST READING:** None

**SECOND READING:** None.

**MINUTES:**

**JANUARY 7, 2015**

Motion to dispense reading and approve minutes of 12/10/14 and 12/16/14 \_\_\_\_\_,  
Second \_\_\_\_\_

Voice Vote:	Councilman Bonsall	_____	Councilman Brown	_____
	Councilman Croghan	_____	Councilman Deterding	_____
	Councilman Flynn	_____	Councilman MacFerren	_____

**VOUCHERS**

Motion to dispense reading and approve vouchers in the amount of \$1,180,167.60 charged as follows:

<b>FY 2014 Current Fund:</b>	<b>\$ 83,195.80</b>
<b>FY 2015 Sewer fund:</b>	<b>\$ 54,212.20</b>
<b>FY 2014 Capital</b>	<b>\$ 2,305.16</b>
<b>FY 2015 Current Fund</b>	<b>\$1,038,667.44</b>
<b>FY 2015 Other Trust</b>	<b>\$ 1,787.00</b>

\_\_\_\_\_ **Second** \_\_\_\_\_

Voice Vote:	Councilman Bonsall	_____	Councilman Brown	_____
	Councilman Croghan	_____	Councilman Deterding	_____
	Councilman Flynn	_____	Councilman MacFerren	_____

**OLD BUSINESS:**

**1. POLICE DEPARTMENT REGIONAL RMS APPLICATION**

Quotes were received for a records system for the police department.

		ANNUAL
	MODULE/SERVER	MAINTENANCE
Computer Square	\$16,000	\$1,500
Archonix	\$22,430	\$3,850
Cornerstone Systems	\$18,950	\$1,100

Motion to award to Computer Square, Inc. in the amount \$17,500, charged to DDE \$8,203.42, DMV \$3,494.50 and Police OE \$5,802.08, contingent upon certification of available funds from CFO \_\_\_\_\_, Second \_\_\_\_\_

Vote: J. B.\_\_\_\_ M.B.\_\_\_\_ J.C.\_\_\_\_ F.D.\_\_\_\_ JF\_\_\_\_ M.M.\_\_\_\_

**CORRESPONDENCE:**

JANUARY 7, 2015

TO: Mayor and Council - Undated  
FROM: Officer Patrick Billingsley  
RE: Vacation carry over to 2015  
ACTION: \_\_\_\_\_

**NEW BUSINESS:**

1. PURCHASE OF CONSTRUCTION SOFTWARE

Quotes received for windows-based software:

MIS	\$ 3,000.00
Mitchell Humphrey Software	\$ 4,000.00
Edmunds & Associates	\$10,500.00

Motion to award to MIS in the amount of \$3,000, charged to Construction OE, contingent upon certification of funds from CFO \_\_\_\_\_, Second \_\_\_\_\_

Vote: J. B.\_\_\_\_ M.B.\_\_\_\_ J.C.\_\_\_\_ F.D.\_\_\_\_ JF\_\_\_\_ M.M.\_\_\_\_

**CLOSING COMMENTS**

**MEETING OPEN TO THE PUBLIC**

**CLOSED TO THE PUBLIC**

**MEETING ADJOURNED AT \_\_\_\_\_ P.M. \_\_\_\_\_ SECOND \_\_\_\_\_**

Voice Vote:	Councilman Bonsall	_____	Councilman Brown	_____
	Councilman Croghan	_____	Councilman Deterding	_____
	Councilman Flynn	_____	Councilman MacFerren	_____