

AGENDA FOR THE REORGANIZATION MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF CHESTER, HELD AT THE MUNICIPAL BUILDING, 50 NORTH ROAD, CHESTER, NEW JERSEY ON JANUARY 2, 2018

Page 1
REVISED

1. CALL TO ORDER

Mayor Janet Hoven will call the meeting to order.

2. OPEN PUBLIC MEETINGS ACT COMPLIANCE

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

3. ROLL CALL

- Mayor Janet Hoven
- Karen Ferrone
- Kyle Holman
- Gary Marshuetz

- Russell Goodwin
- Elizabeth Gugliemini
- Timothy Iversen

Others Present:

- Brian Mason, Esq.
- Marvin Joss, Administrator
- Denean Probasco, RMC

4. PRESENTATION OF COLORS

Boy Scouts of America Chester Troop 139

5. OPENING PRAYER AND BLESSING

Pastor Layne Mershimer of the First Congregational Church

6. OATHS OF OFFICE

- a. Denean Probasco will read the "Statement Of Determination" of the Board of County Canvassers, for the Election held on November 7, 2017.
- b. Attorney Brian Mason will administer the Oath of Office to council members Tim Iversen and Gary Marshuetz of the Borough of Chester.

7. ROLL CALL OF BOROUGH COUNCIL MEMBERS

Mayor Hoven will request a roll call of the Governing Body.

8. MAYOR'S OPENING STATEMENT

9. COUNCIL APPOINTMENT: COUNCIL PRESIDENT

Mayor Hoven will open the floor for Council nominations to the position of Council President for 2018.

10. BOARDS, COMMISSIONS, AND COMMITTEES

Mayor Hoven shall make known her nominations for appointments to the various boards, commissions, committees and agencies of the Borough, as follows:

LAND USE BOARD

Mayor Hoven shall announce her appointments to the Planning Board, as follows:

Mayor Hoven (Class I)

Kerry Brown, (Class II)

Tony Alturi, (Class IV) through 12/31/2021

The Council shall take action to confirm the nominations made by the Mayor, as shown above.

CLASS III MEMBER

Mayor Hoven shall open the floor to the Council, for the Class III appointment to the Planning Board, for a one-year term running through 12/31/2018. Council members shall choose a Class III appointment from among themselves.

11. BOARD OF HEALTH

Dr. Douglas Carmel for a term through 12/31/20

The Council shall take action to confirm the nominations made by the Mayor, as shown above.

**AGENDA FOR THE REORGANIZATION MEETING OF THE MAYOR AND
COUNCIL OF THE BOROUGH OF CHESTER, HELD AT THE MUNICIPAL
BUILDING, 50 NORTH ROAD, CHESTER, NEW JERSEY ON JANUARY 2, 2018**

Page 2
REVISED

12. SHADE TREE COMMISSION

The Council shall take action to confirm the nominations made by the Mayor, as shown above.

13. BOARD OF RECREATION COMMISSIONERS

Stacy Strum, Regular Member for the unexpired term through 12/31/19

The Council shall take action to confirm the nominations made by the Mayor, as shown above.

14. ENVIRONMENTAL/ OPEN SPACE COMMITTEE

Christopher Scrivens – Regular member for a term through 12/31/2020

Carolyn Collins – Regular member for a term through 12/31/20

Kenneth Budd – Alternate #1 member for a term through 12/31/2019

The Council shall take action to confirm the nominations made by the Mayor, as shown above.

WATER RESOURCES AND SEWER COMMITTEE

Mike Ferrone, Regular member for a term through 12/31/2020

Adam Sorchini, Regular member for a term through 12/31/2020

Ken Guthrie, Regular member for a term through 12/31/2020

The Council shall take action to confirm the nominations made by the Mayor, as shown above.

15. MORRIS COUNTY COMMUNITY DEVELOPMENT

William Cokeley, Regular member for a term through 12/31/2018

Elizabeth Cokeley, Regular member for a term through 12/31/2018

The Council will take action to confirm the nomination made by the Mayor, as shown above.

The Mayor will ask Council for a nomination for their representative to the Board.

16. LIBRARY BOARD

Mayor's appointee of Linda Rybka for a term running through 12/31/2018

The Council shall take action to confirm the nominations made by the Mayor, as shown above.

17. HISTORICAL PRESERVATION COMMITTEE

Mayor's appointee to be announced for a term running through 12/31/2020

Stacy Rogers as Architect for term through 12/31/18

The Council shall take action to confirm the nominations made by the Mayor, as shown above.

18. EMERGENCY MANAGEMENT COUNCIL

Coordinator of EM: Edward Windt through 12/31/2018

Dep. Coord./Director of EM: Bruce Ellman through 12/31/2018

EMS Captain: Jason Dilley through 12/31/2018

Facilities: Dr. Christina Van Woert through 12/31/2018

Fire Chief: Edward Windt through 12/31/2018

DPW Supt.: Scott Beam through 12/31/2018

Interim Transportation Coordinator: Rhonda Curry through 12/31/2018

Sanitarian: Bernards Twp. Health Dept. through 12/31/2018

Administrator: Marvin Joss through 12/31/2018

Finance/Resource Mgt.: Helene Turner through 12/31/2018

Mayor: Janet Hoven through 12/31/2018

Media: Observer Tribune through 12/31/2018

Media: Daily Record through 12/31/2018

Media: Mendham/Chester Patch through 12/31/2018

The Council shall take action to confirm the nominations made by the Mayor, as shown above.

**AGENDA FOR THE REORGANIZATION MEETING OF THE MAYOR AND
COUNCIL OF THE BOROUGH OF CHESTER, HELD AT THE MUNICIPAL
BUILDING, 50 NORTH ROAD, CHESTER, NEW JERSEY ON JANUARY 2, 2018**

Page 3
REVISED

19. PROFESSIONAL APPOINTMENTS

Mayor Hoven shall offer her nominations for professional appointments of the Borough in 2018 as follows:

Municipal Attorney:	Brian W. Mason of Mason Thompson, LLC
Municipal Auditor:	Nisivoccia & Co.
Municipal Prosecutor:	Firm of James La Sala
Municipal Public Defender - Primary:	Brian Glicos
Municipal Public Defender - Secondary:	Barry Shinberg
Municipal COAH Counsel:	Jeffrey Surenian and Associates, LLC
Municipal Bond Counsel:	Hawkins, Delafield & Wood LLP
Municipal Water and Sewer Consultant:	Jim Hankins of Natural Systems Utilities
Municipal Planning Consultant:	David Banisch of Banisch & Associates
Municipal Engineer:	Paul W. Ferriero of Ferriero Engineering
Municipal Risk Manager:	Peter Vardakis of ADP Statewide Insurance

A motion is in order for the Council to confirm the Mayor's nominations.

20. MAYOR'S APPOINTMENTS

At this time, Mayor Hoven will present her nominations for appointment to the various positions of Borough Government for the year 2018, as follows:

Court Administrator:	Lisa Conover	for calendar year 2018
Deputy Court Administrator – 1 st :	Amanda Elsayed	for calendar year 2018
Deputy Court Administrator – 2 nd :	Ingrid O'Connor	for calendar year 2018
Construction Official:	Steven Freedman	for calendar year 2018
Zoning Officer:	Kerry Brown	for calendar year 2018
PERS/PFRS Certifying Agent:	Helene Turner	for calendar year 2018
Tax Search Officer:	Toni Theesfeld	for calendar year 2018
Animal Control Officer:	Allen Alpaugh	for calendar year 2018
Recycling Coordinator:	Scott Beam	for calendar year 2018
Asst. Recycling Coordinator:	Kevin Eskow	for calendar year 2018
Clean Communities Coordinator:	Scott Beam	for calendar year 2018
Assessment Search Officer:	Denean Probasco	for calendar year 2018
Insurance Commissioner:	Marvin Joss	for calendar year 2018
Alternate Insurance Commissioner:	Denean Probasco	for calendar year 2018
Affirmative Action PACO:	Marvin Joss	for calendar year 2018

A motion is in order for the Council to confirm the Mayor's nominations.

21. COUNCIL COMMITTEE DUTIES

Mayor Hoven shall announce Council Committee duties for the year 2018.

As per Borough Code 13-15 B, the Mayor serves as an ex-officio member on all standing committees.

	<u>Chairperson</u>	<u>Members</u>
Public Utilities:	Russ Goodwin	Kyle Holman
Finance & Insurance:	Karen Ferrone	Russ Goodwin
Personnel:	Liz Gugliemini	Karen Ferrone
Community Relations:	Kyle Holman	Liz Gugliemini
Public Safety:	Gary Marshuetz	Tim Iversen
Ordinance & Policy:	Tim Iversen	Gary Marshuetz

22. AFFORDABLE HOUSING COMMITTEE

Tim Iversen
Gary Marshuetz

23. APPROVAL OF CONSENT AGENDA

Mayor Hoven will request that all persons present Review the Consent Agenda. If any member of the Council wishes an item on the consent agenda to be discussed and considered separately, a motion to this effect shall be so made, at this time. After all persons present have had an opportunity to review the consent agenda and offer requests for changes, Mayor Hoven will request a motion to approve the consent agenda.

**AGENDA FOR THE REORGANIZATION MEETING OF THE MAYOR AND
COUNCIL OF THE BOROUGH OF CHESTER, HELD AT THE MUNICIPAL
BUILDING, 50 NORTH ROAD, CHESTER, NEW JERSEY ON JANUARY 2, 2018**

Page 4
REVISED

24. RESOLUTIONS

- a. R2018-08 Resolution Authorizing the Borough Attorney and Tax Assessor to represent the Borough for Tax Appeals filed for 2018
- b. R2018-11 Resolution Authorizing the Appointment of the Emergency Management Council for 2018
- c. R2018-12 Resolution of Advice and Consent to the Mayors Appointment of the Various Professionals and Authorizing the Award of Non-Fair and Open Professional Service Contracts for the listed Services
- d. R2018-13 Resolution Appointing Deputy and Alternate Deputy Court Administrators
- e. R2018-14 Resolution Naming Affirmative Action P.A.C.O. for 2018
- f. R2018-16 Resolution Appointing Zoning Officer for 2018
- g. R2018-19 Resolution of Approval to Submit a Grant Application and Execute a Grant Contract with the NJDOT for the Fairmount Road Improvements Project
- h. R2018-20 Resolution Authorizing Temporary Appropriations for Current Operating Fund
- i. R2018-21 Resolution Authorizing Temporary Debt Services
- j. R2018-22 Resolution Authorizing Temporary Appropriations for Sewer Utility Operating Fund
- k. R2018-23 Resolution Authorizing Temporary Appropriations for Solid Waste Utility Operating Fund
- l. R2018-24 Resolution Authorizing Temporary Appropriations for Swimming Pool Utility Operating Fund

25. NEW BUSINESS

- a. Shadow Ridge Retention Basin

26. COUNCIL COMMENTS

27. OPEN PUBLIC SESSION

28. EXECUTIVE SESSION

29. ADJOURNMENT

A motion is in order to adjourn the meeting.



CONSENT AGENDA FOR THE SPECIAL MEETING OF THE
MAYOR AND COUNCIL OF THE BOROUGH OF CHESTER,
January 2, 2018

1. Approval to pay bills
 - a. Bills List - None
2. Approval of Reports for filing (*reports are included only if checked*)
 - Administrator
 - CFO
 - Clerk
 - Court
 - Construction/Zoning
 - DPW
 - Fieldhouse
 - Health
 - Police
 - Pool
 - Recreation
 - Tax Assessor
 - Tax Collector
 - Other
3. Resolutions:
 - a. R2018-01 Resolution Authorizing Municipal Signatories for the Year 2018
 - b. R2018-02 Resolution Authorizing the Tax Collector to Cancel of Record any Over/Underpayment of Taxes/Utilities for the Year 2018
 - c. R2018-03 Resolution Authorizing Official Depositories of Municipal Funds for 2018
 - d. R2018-04 Resolution Establishing a Cash Management Plan
 - e. R2018-05 Resolution of Compliance with the Open Public Meetings Act
 - f. R2018-06 Resolution Designation of Newspapers and Notices During the Year 2018
 - g. R2018-07 Resolution Fixing the Rate of Interest to be charged on delinquent taxes and all other municipal charges for 2018
 - h. R2018-09 Resolution of the Schedule of Meetings and 2019 Reorganization Meeting
 - i. R2018-10 Resolution Establishing the List of Borough Holidays for 2018
 - j. R2018-15 Resolution Appointing Joint and Alternate Insurance Fund Commissioners
 - k. R2018-17 Resolution Appointing Clean Communities Coordinator for 2018
 - l. R2018-18 Resolution Appointing Recycling and Deputy Recycling Coordinators for 2018
4. License and permit approvals
 - a. Raffle Licenses: None
 - b. Events:
 1. Special Business Licenses: None
 2. Notice of Event or Market:
 1. HCBA – Annual Classic Car Show, 06/10
 2. HCBA – Annual Spring Craft Show, 06/02 & 03
 3. HCBA - Taco Festival, 06/30 (rain date 06/31)
 4. HCBA – Annual Fall Craft Show, 09/08 & 09
 5. HCBA – Annual Harvest Celebration, 10/13 & 14
 6. HCBA – Holiday Campaign, 11/10 through 12/24