

TOWNSHIP OF LOPATCONG  
REORGANIZATION MEETING

January 2, 2013

The Reorganization Meeting of the Lopatcong Township Council was called to order at 7:30 pm by Mayor Steinhardt. The meeting was held in the Municipal Building located at 232 S. Third St., Phillipsburg, New Jersey 08865.

Mayor Steinhardt stated “adequate notice of this meeting has been provided indicating the time and place of the meeting in accordance with Chapter 231 of the Public Laws of 1975 by advertising a Notice in The Star Gazette and The Express-Times and by posting a copy on the bulletin board in the Municipal Building.”

A prayer was offered followed by the Oath of Allegiance.

Present: Mayor Steinhardt, Council President Camporine, Councilman Belcaro, Councilwoman Ciesla and Councilwoman McCabe. Also present were Tax Collector Edinger, Attorney Campbell and Engineer Sterbenz.

Resolution No. 13-30 - was passed to hold an Executive Session to discuss Tax Appeals.

**Swore In** – Lou Belcaro and Lori Ciesla for three-year terms.

**Reorganization:**

**Resolution No. 13-01** – Annual Meeting Calendar.

R 13-01

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND  
STATE OF NEW JERSEY IN REGARD TO EXECUTIVE SESSIONS AND REGULAR  
MEETINGS FOR THE YEAR 2013

WHEREAS, Section 113 of the Open Public Meetings Act, Chapter 231 P.L. 1975, requires that at least once a year, not later than January 10<sup>th</sup>, of such year, every public body shall post and mail to the newspapers designated by said body, a schedule of the location, time and date of each meeting of said body during the succeeding year.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Township of Lopatcong, County of Warren and State of New Jersey, as follows:

EXECUTIVE SESSIONS of the Council shall be held at the Municipal Building, 232 S. Third Street, Lopatcong Township, Phillipsburg, New Jersey 08865 at 7:00 PM prevailing time, and REGULAR MEETINGS will be held at the same location at 7:30 PM prevailing time, on the FIRST WEDNESDAY of each month for the year 2013.

If the FIRST WEDNESDAY of any month shall fall on a legal holiday, the meeting shall be held on the following day. The dates of such meetings are as follows:

EXECUTIVE SESSIONS AND REGULAR MEETINGS

January 2, 2013 - Reorganization Meeting	
February 6, 2013	July 3, 2013
March 6, 2013	August 7, 2013
April 3, 2013	September 4, 2013
May 1, 2013	October 2, 2013
June 5, 2013	November 6, 2013
	December 4, 2013

Reorganization Meeting – January 2, 2014

CERTIFICATION

I, Margaret B Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Councilman Belcaro, seconded by Council President Camporine. All in favor.

**Resolution No. 13-02** – Charge for individuals requesting annual meeting calendar.

R 13-02

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND STATE OF NEW JERSEY FIXING A REASONABLE SUM TO CHARGE FOR A LIST OF SCHEDULED COUNCIL MEETINGS

WHEREAS, Section 14 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the public body to fix a reasonable sum to be charged to persons who request that notice of meetings as required under the Act, be mailed to them individually; and

WHEREAS, said section further permits the public body to provide such notices free of charge to news media who so request.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lopatcong, County of Warren and State of New Jersey as follows:

1. Each person who requests that individual notice as required under the Act be mailed to him shall pay annually the Township of Lopatcong Twenty-five Dollars (\$25.00) to cover the cost thereof.
2. Requests for such individual notice made by news media shall be granted without cost.
3. The sum herein designated is subject to change upon the adoption of a superseding Resolution by the public body.

This Resolution shall take effect immediately.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilmen Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Resolution No. 13-03** – Designation of Depositories.

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND STATE OF NEW JERSEY ESTABLISHING A CASH MANAGEMENT PLAN

WHEREAS, P.L. 1983, Chapter 8, approved January 18, 1983 as an act concerning the Local Fiscal Affairs Law and amends N.J.S.A. 40A:5-2 and N.J.S.A. 40A:5-14; and

WHEREAS, this law requires that each local unit establish a cash management plan.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Township of Lopatcong, County of Warren and State of New Jersey for the year 2013 the following shall serve as Cash Management Plan of the Township of Lopatcong.

The Chief Financial Officer is directed to use the Cash Management Plan as the guide in depositing and investing the Township of Lopatcong's funds:

The following FDIC and Government Unit Deposit Protection Act (GUDPS) approved banks are authorized depositories for deposit of funds:

Team Capital Bank and all other FDIC and GUDPA approved banks located in the State of New Jersey.

All warrants or checks for the disbursements of money shall be made by any three (3) of the following officials and facsimile signatures may be used:

Douglas J. Steinhardt, Mayor  
Victor S. Camporine, Council President  
Margaret B. Dilts, Clerk/Administrator  
Mary E. Dobes, Chief Financial Officer

The Chief Financial Officer and the Clerk/Administrator are empowered to invest cash funds as bank balances will allow from time to time in order to realize a revenue. The above stated officers are authorized to transfer funds for the purpose of paying bills, investing and payroll.

The following are authorized as suitable investments:

1. Interest bearing accounts in banks as authorized for deposit of local unit funds (GUDPA approved).
2. Certificates of deposit in GUDPA approved banking institutions.
3. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America. This includes instruments such as Treasury, Notes and Bonds.
4. Government Money Market mutual funds that comply with N.J.S.A. 40A:5-1.5.1(e).
5. Any other obligations with maturities not exceeding 397 days as permitted by the State Division of Investments.
6. New Jersey Cash Management Fund.
7. Repurchase agreements (repos) of fully collateralized securities which comply with N.J.S.A. 40A:5-15(e).

Each month the Chief Financial Officer shall prepare a report for the Clerk/Administrator that consists of the following:

1. A summary of all investments made or redeemed for the month.
2. A listing of any and all financial institutions holding local unit funds.
3. The class of type of securities purchased or funds deposited.
4. Income earned on deposits and investments.
5. A listing of accounts or deposits that do not earn interest.

This document shall constitute the Cash Management Policy of the Township of Lopatcong.

Any official involved with the selection of depositories or investments shall disclose any material business or personal relationship to the Local Finance Board.

Any official who, in the course of his or her duties, deposits or invest in accordance with this plan shall be relieved of any liability or loss.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilmen Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Resolution No. 13-04** – Designation of official newspapers.

R 13-04

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND  
STATE OF NEW JERSEY, DESIGNATING NEWSPAPERS TO RECEIVE NOTICES OF  
MEETINGS

WHEREAS, Section 3 (d) of the Open Public Meetings Act, Chapter 231, P.L. 1975, requires that certain notices of meetings shall be submitted to two (2) newspapers, one of which shall be designated as the official newspaper of the Township of Lopatcong; and

WHEREAS, the second newspaper designated by this body must be one that has the greatest likelihood of informing the public within the jurisdictional boundaries of this body of such meetings.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Township of Lopatcong, County of Warren and State of New Jersey.

1. The STAR GAZETTE, Hackettstown, NJ is hereby designated as the official newspaper of the Township to receive all notices of meetings as required under the Open Public Meetings Act.
2. The EXPRESS-TIMES has the greatest likelihood of informing the public within the jurisdictional area of this body of such meetings.

This Resolution shall take effect immediately.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren, State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilman Belcaro. All in favor.

**Resolution No. 13-05** – Township Attorney.

R 13-05

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND  
STATE OF NEW JERSEY APPOINTING COURTER, KOBERT AND COHEN AS  
TOWNSHIP ATTORNEYS

NOW, THEREFORE, BE IT RESOLVED by the Council of the Township of Lopatcong, County of Warren and State of New Jersey follows:

Courter, Kobert and Cohen are hereby retained as Township Attorneys for the year 2013 at a retainer of \$2500.00.

This award is in accordance with N.J.S.A. 19:44A-20.5 et seq. and the Chief Financial Officer has determined and certified in writing that the value of the acquisition will exceed \$17,500

This Resolution shall take effect immediately.

#### CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilwoman Ciesla. Roll call vote:  
AYES: Councilmen Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.  
NAYS: None

**Resolution No. 13-06** – Township Physicians.

R 13-06

#### RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND STATE OF NEW JERSEY APPOINTING PHYSICIANS FOR THE YEAR 2013

WHEREAS, the Mayor and Township Council of the Township of Lopatcong require that medical doctors be appointed for Township purposes; and

WHEREAS, these appointments are made without competitive bidding as professional services under the provisions of the Local Public Contracts Law, as provided in N.J.S.A. 40A:11-5 because said office requires services performed by persons qualified to practice recognized professions and it is not possible to obtain competitive bids.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Council of the Township of Lopatcong that Village Medical Associates be appointed as physicians for the Township for the calendar year of 2013.

#### CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on the Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilman Belcaro. Roll call vote:  
AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.  
NAYS: None

**Resolution No. 13-07** – Drug free workplace.

R 13-07

RESOLUTION OF THE TOWNSHIP OF LOPATCONG COUNTY OF WARREN AND  
STATE OF NEW JERSEY ESTABLISHING A DRUG-FREE WORKPLACE

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Township of Lopatcong does hereby direct and order that all employees working for the Township of Lopatcong shall not, during hours of employment, use, take or be under the influence of any illicit drug, controlled dangerous substance, narcotics or alcoholic beverage, and

BE IT FURTHER RESOLVED that the Township of Lopatcong will use best efforts to monitor and enforce the policy of a drug-free workplace.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey, hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on the Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilwoman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Resolution No. 13-08 – Tax Appeals.**

R 13-08

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND  
STATE OF NEW JERSEY AUTHORIZING LEGAL COUNSEL TO FILE AND PROSECUTE  
ROLL-BACK TAX COMPLAINTS, COMPLAINTS TO CORRECT ERRORS IN  
ASSESSMENTS AND COMPLAINTS FOR ADDED, OMITTED AND ADDED/OMITTED  
ASSESSMENTS; DEFEND, SETTLE OR STIPULATE TO RESOLVE ALL 2011 LOCAL  
PROPERTY TAX APPEALS

WHEREAS, the County Tax Board has issued a letter of request requiring a Resolution by the Mayor and Township Council of each municipality of the County of Warren by its County Tax Administrator, Melissa Pritchett; and

WHEREAS, the said County Tax Administrator requires that the Mayor and members of the Governing Body of each municipality in the County of Warren, in order to file municipal roll-back complaints, correct errors or file added, omitted and added/omitted complaints, adopt a Resolution allowing the Municipal Attorney or any member of his firm to file and prosecute said complaints.

NOW, THEREFORE, BE IT RESOLVED on this 2<sup>th</sup> day of January 2013, by the Township Council of the Township of Lopatcong, in the County of Warren and State of New Jersey, that the Municipal Attorney Katrina Campbell as Attorney for the Township, is hereby authorized to file, prosecute, defend, stipulate, modify, agree upon and otherwise perform the duties which are required of said Attorney, in the process of prosecution and/or filing of said roll-back tax complaints, complaints to correct errors in assessments for added assessments in 2012 and defending or settling all 20012/13 local property tax appeals and execute any and all stipulations relating to the same with the agreement of the Lopatcong Township Municipal Assessor.

BE IT FURTHER RESOLVED, that the Municipal Clerk is hereby directed to provide a true copy of this Resolution to the Warren County Board of Taxation, Warren County Court House, Belvidere, New Jersey 07823.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilwoman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Resolution No. 13-09** – Interest charged on delinquent taxes.

R 13-09

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND  
STATE OF NEW JERSEY AUTHORIZING INTEREST TO BE CHARGED ON  
DELINQUENT TAXES

WHEREAS, Governor Florio signed into law Assembly Bill No. 4425, Chapter 75 and Senate Bill No. 2579, Chapter 89 effective March 29, 1991 and April 4, 1991 respectively; and

WHEREAS, the Governing Body of the Municipality wishes to comply with this law; and

WHEREAS, N.J.S.A. 54:4-67 has been changed to define a tax delinquency as follows:

“Delinquency means the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years”; and

WHEREAS, the Governing Body may fix a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay the delinquency prior to the end of the calendar year. The penalty as fixed shall not exceed 6% of the amount of the delinquency; and

WHEREAS, the Governing Body of the Municipality may charge by Resolution, the sum of eight (8%) percent per annum of the first \$1,500.00 and eighteen (18%) percent per annum on any amount in the excess of \$1,500.00 on taxes and assessment after the date that same would become delinquent until the date of actual payment; and

WHEREAS, most of the taxpayers of said Township of Lopatcong have had to bear an additional burden because of the fact that some taxpayers invest their funds at higher rates of interest than the penalty heretofore provided for under such statute; and

WHEREAS, the Council of the Township of Lopatcong deems it equitable and just that every taxpayer shall bear an equal share of said taxes.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Township of Lopatcong, County of Warren that a tax delinquency shall mean the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years.

BE IT FURTHER RESOLVED that a penalty of 6% will be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay the delinquency prior to the end of the calendar year.

BE IT FURTHER RESOLVED that the rate of interest to be charged for the non-payment of taxes or assessments shall be eight percent (8%) per annum on the first \$1,500.00 and eighteen (18%) percent per annum on any amount in excess of \$1,500.00 after the date that they would become delinquent.

BE IT FURTHER RESOLVED that no interest shall be charged if payment of any installment is made within the tenth calendar day following the date upon which the same become payable.

BE IT FURTHER RESOLVED that after the sale of property for non-payment of taxes or assessments, the property shall be subject to redemption upon the payment of eighteen (18%) percent per annum interest over and above the amount of the taxes, assessments and other charges due the municipality.

#### CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Councilman Belcaro, seconded by Council President Camporine. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Resolution No. 13-10** – Tax refunds or delinquencies for less than ten dollars.

R 13-10

#### RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND STATE OF NEW JERSEY AUTHORIZING THE TAX COLLECTOR TO PROCESS AND CANCEL ANY MUNICIPAL CHARGE REFUNDS OR DELINQUENCY OF LESS THAN TEN (\$10.00) DOLLARS

WHEREAS, the Mayor and Council of the Township of Lopatcong, County of Warren and State of New Jersey have reviewed a request by the Tax Collector of the Township of Lopatcong to allow the Tax Collector to process and cancel any property tax usage charge refund or delinquency of less than \$10.00.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Township of Lopatcong hereby authorize the Tax Collector to process and cancel any municipal charge refund or delinquency of less than \$10.00.

#### CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Resolution No. 13-11** – Civil Rights Policy.

R 13-11

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND  
STATE OF NEW JERSEY THAT THE TOWNSHIP OF LOPATCONG IS IN COMPLIANCE  
WITH THE CIVIL RIGHTS POLICY

IT IS HEREBY RESOLVED by the Governing Body of the Township of Lopatcong that this entity shall conduct all vestiges of governing in compliance with the Civil Rights legislation and policies inherent in law of the State of New Jersey and the United States of America.

IT IS FURTHER RESOLVED that this Governing Body shall exercise all of its authority in compliance with the Constitution of the State of New Jersey so as to protect the civil rights of individuals dealing with the Township of Lopatcong.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilman Belcaro. Roll call vote:  
AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.  
NAYS: None

**Resolution No. 13-12** – Appoint Township Engineer.

R 13-12

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND  
STATE OF NEW JERSEY APPOINTING TOWNSHIP ENGINEER FOR THREE YEAR  
TERM

WHEREAS, the Mayor and Council of the Township of Lopatcong, County of Warren and State of New Jersey has determined that it is in the best interest of the Township to appoint Paul Sterbenz of Maser Consulting P.A., located at Perryville III Corporate Park, 53 Frontage Road, Suite 120, Clinton, NJ 08809; and

WHEREAS, Paul Sterbenz of Maser Consulting is hereby retained as Township Engineer for a three-year term at a retainer of \$20,400.00.

This award is in accordance with N.J.S.A. 19:44A-20.5 et seq.

This Resolution shall take effect immediately.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Mayor Steinhardt, seconded by Councilman Belcaro. Roll call vote:  
AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.  
NAYS: None

**Resolution No. 13-13 – Roberts Rules of Order.**

R 13-13

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND  
STATE OF NEW JERSEY ADOPTING ROBERT’S RULES OF ORDER AS A BASIC  
GUIDE FOR FAIR AND ORDERLY PROCEDURE IN MEETINGS

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Lopatcong, County of Warren and State of New Jersey, that Robert’s Rules of Order Newly Revised 11<sup>th</sup> edition is hereby adopted as parliamentary authority for procedure in meetings.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Councilman Belcaro, seconded by Council President Camporine. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Resolution No. 13-14 – 911 Coordinator.**

R 13-14

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND  
STATE OF NEW JERSEY APPOINTING WAYNE DEGAN AS 911 COORDINATOR

WHEREAS, the Mayor and Council of the Township of Lopatcong, County of Warren and State of New Jersey are required by the State to appoint a 911 Coordinator to assist the Warren County Department of Public Safety; and

WHEREAS, the Mayor and Council decided to appoint Wayne Degan as the 911 Coordinator.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Township of Lopatcong, County of Warren and State of New Jersey appoint Wayne Degan as the 911 Coordinator for the Township of Lopatcong for the year 2013.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Resolution No. 13-15 – Appoint Christopher Troxell, Prosecutor.**

R 13-15

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND  
STATE OF NEW JERSEY APPOINTING CHRISTOPHER TROXELL AS PROSECUTOR

WHEREAS, THEREFORE, BE IT RESOLVED by the Mayor and Township Council of the Township of Lopatcong, County of Warren and State of New Jersey that Christopher Troxell be appointed Prosecutor for the Township of Lopatcong for the year 2013 at a salary appropriated within the Salary Ordinance.

This appointment is made without competitive bidding as professional services under the provisions of the Local Public Contracts Law, as provided in N.J.S.A. 40A:11-5 because said office requires services performed by persons qualified to practice recognized professions and it is not possible to obtain competitive bids.

This Resolution shall take effect immediately.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion Council President Camporine, seconded by Councilwoman McCabe. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Resolution No. 13-16** – Appoint Scott Wilhelm, Municipal Public Defender.

R 13-16

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND  
STATE OF NEW JERSEY APPOINTING SCOTT M. WILHELM MUNICIPAL PUBLIC  
DEFENDER

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Council of the Township of Lopatcong, County of Warren and State of New Jersey that Scott M. Wilhelm is appointed Municipal Public Defender for the year of 2013 at a salary of \$200.00 per case.

This appointment is made without competitive bidding as professional services under the provisions of the Local Public Contracts Law, as provided in N.J.S.A. 40A:11-5 because said office requires services performed by persons qualified to practice recognized professions and it is not possible to obtain competitive bids.

This Resolution shall take effect immediately.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion Council President Camporine, seconded by Councilwoman McCabe. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Resolution No. 13-17 – Appoint Township Auditor.**

R 13-17

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND STATE OF NEW JERSEY APPOINTING NISIVOCCIA & COMPANY, LLP AS TOWNSHIP AUDITOR FOR THE YEAR 2013

BE IT RESOLVED by the Council of the Township of Lopatcong, County of Warren and State of New Jersey, as follows:

NISIVOCCIA & COMPANY, LLP, of Randolph, New Jersey, are hereby appointed Township Auditor for the year 2013 at a fee outlined in a Professional Service Contract.

This award is in accordance with N.J.S.A. 19:44A-20.5 et seq.

This Resolution shall take effect immediately.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Resolution No. 13-18 – Public Agency Compliance Officer.**

R 13-18

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND STATE OF NEW JERSEY DESIGNATING BETH DILTS AS THE PUBLIC AGENCY COMPLIANCE OFFICER AS REQUIRED BY THE DEPARTMENT OF TREASURY, DIVISION OF CONTRACT COMPLIANCE & EQUAL EMPLOYMENT OPPORTUNITY IN PUBLIC CONTRACTS

WHEREAS, the Mayor and Council of the Township of Lopatcong, County of Warren and State of New Jersey shall appoint Margaret B. Dilts as Public Agency Compliance Officer as mandated by N.J.A.C. 17:27-3.2 by January 10<sup>th</sup> of each year; and

WHEREAS, Margaret B. Dilts, Clerk/Administrator shall have the authority to serve as the point of contact for all matters concerning implementation and administration of the statute and its regulations; and

WHEREAS, Ms. Dilts will also be responsible for administering contracting procedures pertaining to equal employment opportunity regarding both the Public Agency and the service providers which shall include but shall not be limited to goods and services vendors, professional service vendors and construction contractors.

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of the Township of Lopatcong, County of Warren and State of New Jersey approve the appointment of Margaret B. Dilts as the P.A.C.O. for the Township for the year 2013.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Resolution No. 13-19 – Recycling Coordinator.**

R 13-19

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND STATE OF NEW JERSEY AUTHORIZING SUBMISSION OF THE 2012 RECYCLING TONNAGE GRANT APPLICATION AND THE APPOINTMENT OF A RECYCLING COORDINATOR

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 198/c. 102, established a recycling fund from which a tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to making and keeping accurate, certifiable records or materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for such tonnage grants will memorialize the commitment of this municipality to recycle and to indicate the assent of Lopatcong Township to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, a resolution should designate the individual authorized to ensure the application is properly completed and timely filed.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Governing Body of the Township of Lopatcong hereby endorses the submission of the 2012 recycling tonnage grant application to the New Jersey Department of Environmental Protection and designate Brian Race as Recycling Coordinator to ensure that the application is properly filed; and

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated trust fund to be used solely for the purpose of recycling.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.  
NAYS: None

**Resolution No. 13-20** – Computer services.

R 13-20

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND STATE OF NEW JERSEY APPOINTING NISIVOCIA CONSULTING, LLC TO PROVIDE COMPUTER SERVICES FOR THE YEAR 2013

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Township of Lopatcong, County of Warren and State of New Jersey as follows:

Lou Nisivoccia is appointed to provide computer services to the Township as outlined in a Professional Service Contract.

This award is in accordance with N.J.S.A. 19:44A-20.5 et. Seq.

This Resolution shall take effect immediately.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilwoman Ciesla. Roll call vote:  
AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.  
NAYS: None

**Resolution No. 13-21** – Appoint Township Sewer Engineer.

R 13-21

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND STATE OF NEW JERSEY APPOINTING TOWNSHIP SEWER ENGINEER

WHEREAS, the Mayor and Council of the Township of Lopatcong, County of Warren and State of New Jersey has determined that it is in the best interest of the Township to appoint

WHEREAS, Joseph Pryor of Kupper Associates, “A JMT Company”, is hereby retained as Township Sewer Engineer for a three-year period at a fee outlined in a Professional Service Contract.

This award is in accordance with N.J.S.A. 19:44A-20:5 et seq.

This Resolution shall take effect immediately.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion Council President Camporine, seconded by Councilwoman McCabe. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Resolution No. 13-22** – Appoint Howard Vex as Township Labor Counsel.

R 13-22

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND  
STATE OF NEW JERSEY APPOINTING HOWARD VEX OF COURTER, KOBERT AND  
COHEN AS LABOR COUNSEL

NOW, THEREFORE, BE IT RESOLVED by the Council of the Township of Lopatcong, County of Warren and State of New Jersey as follows:

WHEREAS, Howard Vex of Courter, Kobert and Cohen is appointed as Labor Counsel for the year 2013.

This award is in accordance with N.J.S.A. 19:44A-20.5 et seq.

This Resolution shall take effect immediately.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Resolution No. 13-23** – Reappoint Bruce Jones Municipal Court Judge.

R 13-23

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND  
STATE OF NEW JERSEY APPOINTING BRUCE JONES AS MUNICIPAL COURT JUDGE

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Council of the Township of Lopatcong, County of Warren and State of New Jersey that Bruce Jones is appointed Municipal Court Judge for a three-year term.

This appointment is made without competitive bidding as professional services under the provisions of the Local Public Contracts Law, as provided in N.J.S.A. 40A:11-5 because said office requires services performed by persons qualified to practice recognized professions and it is not possible to obtain competitive bids.

This Resolution shall take effect immediately.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Councilwoman McCabe, seconded by Council President Camporine. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Resolution No. 13-24** – Reappoint Council President and approve Council Department assignments.

R 13-24

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND STATE OF NEW JERSEY ASSIGNING COUNCILMEN BELCARO, COUNCILWOMAN CIESLA, COUNCILWOMAN MCCABE AND COUNCIL PRESIDENT CAMPORINE TO SPECIFIC DEPARTMENTS RESPONSIBILITIES

WHEREAS, the Mayor of the Township of Lopatcong, County of Warren and State of New Jersey hereby assigns each Councilman to the following departments:

**Douglas J. Steinhardt** – Administrative and Executive personnel, Negotiations Committee, Public Safety Director and South Warren Regional Police Commission.

**Victor S. Camporine** – Council President, Department of Public Works, Animal Control and Shade Tree Commission.

**Lou Belcaro** – Public Buildings and Grounds, Sewer Department, Planning Board and Negotiations Committee.

**Lori Ciesla** – Lopatcong Athletic Association, 911 Representative, Board of Education and Community Day.

**Maureen McCabe** – South Warren Regional Police Commission, Planning Board and Municipal Insurance and Fund Commissioner.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Township of Lopatcong, County of Warren and State of New Jersey do hereby approve department assignments.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong County of Warren and State of New Jersey do hereby certify the foregoing is a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Councilwoman Ciesla, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Resolution No. 13-25** – Approve appointments to all expired and vacated municipal boards.

R 13-25

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND  
STATE OF NEW JERSEY APPROVING THE MAYOR'S APPOINTMENTS TO THE  
EXPIRED AND VACATED TERMS ON ALL MUNICIPAL BOARDS

WHEREAS, the Mayor of the Township of Lopatcong, County of Warren and State of New Jersey nominates the following people to the expired and vacated terms on all Municipal Boards:

**Planning Board**

Class I – Maureen McCabe (Douglas Steinhardt's appointee)  
Class II – Wayne Degan  
Class III – Lou Belcaro  
Class IV – Garrett VanVliet  
Alternate No. 1 – Bruce Hall  
Alternate No. 2 – Jackie Baum

**Athletic Association**

Jim Politto  
Neil Day  
John Donnelly  
Dave Lubert  
Andrew Horun  
Tracy Keating  
Jennifer Remian

**Zoning Board of Adjustment**

Joseph Barcik  
Fred Gary

**Industrial Comm.**

Kathy Degan  
William Wright  
Gary VanVliet  
Bruce Hall

**Shade Tree Commission**

Lorraine Dobbins

**Environment Commission**

Frank Jankowski  
Earl Clymer  
Charles Warner  
Timothy Clymer

NOW, THEREFORE, BE IT RESOLVED that by unanimous vote the Mayor and Council of the Township of Lopatcong, County of Warren and State of New Jersey all boards are approved.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion Council President Camporine, seconded by Councilwoman Ciesla. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Resolution No. 13-26** – Approve temporary Municipal and Sewer Utility Budget.

R 13-26

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND  
STATE OF NEW JERSEY APPROVING TEMPORARY MUNICIPAL AND SEWER  
UTILITY BUDGET FOR YEAR 2013

WHEREAS, NEST 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2013 Municipal and Sewer Utility Budgets, temporary

appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this Resolution is within the first thirty days (30) of January 1, 2013; and

WHEREAS, 26.25% of the total appropriations in the 2012 Municipal and Sewer Utility Budgets, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2013 Temporary Municipal Budget is the sum of \$1,533,861.34 and in said 2013 Temporary Sewer Utility Budget is the sum of \$501,850.65.

NOW, THEREFORE, BE IT RESOLVED that the following appropriations be made, and that a certified copy of this Resolution be transmitted to the Chief Financial Officer for the record.

2013 Lopatcong Temporary Municipal Operating Budget

REVENUE - 104000 Amount to be Raised by Taxation \$1,533,861.34

EXPENDITURES		
10510120	Postage	\$3,000.00
10510220	Computer Services	\$5,000.00
10510520	Human Resources Education	\$1,000.00
10511010	Mayor and Council Salary	\$5,500.00
10512010	Municipal Administration Salary	\$80,000.00
10512020	Municipal Administration Other Expense	\$7,500.00
10513010	Financial Admin. Salary	\$20,000.00
10513020	Financial Admin. Other Expense	\$200.00
10513520	Audit Services	\$15,000.00
10514510	Revenue Admin. Salary	\$8,500.00
10514520	Revenue Admin. Other Expense	\$750.00
10515010	Tax Assessment Salary	\$25,000.00
10515320	Tax Assessor Miscellaneous Expense	\$15,000.00
10515520	Legal Services Other Expense	\$20,000.00
10516520	Engineering Services Other Expense	\$15,000.00
10518010	Planning Board Salary	\$5,000.00
10518220	Planner	\$500.00
10518320	Planning Board Misc. Other Expense	\$2,000.00
10518510	Zoning Board of Adjustment Salary	\$2,000.00
10518520	Zoning Board of Adjustment Other Expense	\$500.00
10519610	Building Sub Code Inspector Salary	\$35,000.00
10519620	Bdlg. Sub Code Other Expense	\$2,300.00
10519810	Fire Inspector Salary	\$5,000.00
10521020	Liability Insurance	\$40,000.00
10521520	Workers Compensation Ins.	\$25,000.00
10520010	Zoning Officer Salary	\$2,500.00
10520110	Rent Leveling Board Salary	\$1,500.00
10522020	Employee Group Insurance	\$175,000.00
10522520	Unemployment Insurance	\$1000.00

10524010	Police Department salary	\$575,000.00
10524020	Police Department Other Expense	\$25,000.00
10525210	Emergency Management Salary	\$1,100.00
10526020	First Aid Organization Other Expense	\$2,500.00
10526420	Fire Companies Other Expense	\$5,000.00
10527510	Prosecutor's Office Lopatcong Salary	\$6,500.00
10529010	Road Maintenance Salary	\$75,000.00
10529020	Road Maintenance Other Expense	\$32,011.34
10531010	Building and Grounds Salary	\$5,000.00
10531020	Building and Grounds Other Expense	\$7,500.00
10537110	Parks and Playground Salary	\$2,000.00
10537120	Parks and Playground Other Expense	\$20,000.00
105375095	Garbage & Trash Removal	\$2,000.00
10543020	Electricity	\$25,000.00
10543520	Street Lighting	\$5,000.00
10544020	Telephone(Exclude equip acq)	\$15,000.00
10544620	Gas(Natural or Propane)	\$10,000.00
105448520	Fire Hydrant Service	\$45,000.00
10544920	Water	\$2,000.00
10546020	Gasoline	\$25,000.00
10547220	Social Security	\$75,000.00
10649010	Interlocal Municipal Court	\$60,000.00
	\$1,533,861.34	\$1,533,861.34

**SEWER  
2013 Lopatcong Temporary Sewer Utility Budget**

Revenue – 764220 Sewer Service Charges	\$501,850.65
Expenditures	
7650110 Sewer Operating Salaries & Wages	\$35,000.00
7650120 Sewer Operating Other Expenses	\$463,350.65
7654021 Social Security	\$3,500.00
7654022 Unemployment Insurance Compensation	
	\$501,850.65
	\$501,850.65

**CERTIFICATION**

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Resolution No. 13-27** – Reappoint Randy May of Otterstedt Insurance Agency as Risk Management Consultant.

R 13-27

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND  
STATE OF NEW JERSEY APPOINTING RISK MANAGEMENT CONSULTANT

WHEREAS, the Township of Lopatcong has joined the Statewide Insurance Fund a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant as those positions are defined in the Bylaws if requested to do so by the “Fund”; and

WHEREAS, the “Fund” has requested its members to appoint individuals or entities to that position.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of Lopatcong, County of Warren and State of New Jersey as follows:

1. The Township of Lopatcong hereby appoints Randy May its local Risk Management Consultant.
2. The Township of Lopatcong and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant’s Agreement for the year 2013 in the form attached hereto.

TOWNSHIP OF LOPATCONG

ATTEST:

\_\_\_\_\_

\_\_\_\_\_

Victor S. Camporine  
Council President

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Statewide Risk Management Consultant’s Agreement** – Authorize execution of Risk Management Consultant’s Agreement as required by municipal insurer. Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.  
NAYS: None

**Resolution No. 13-28** – Appoint Fund Commissioner and Alternate Fund Commissioner.

R 13-28

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND  
STATE OF NEW JERSEY APPOINTING FUND COMMISSIONER FOR 2013

WHEREAS, the Township of Lopatcong (hereinafter “Local Unit”) is a member of the Statewide Insurance Fund (Hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq.; and

WHEREAS, the Fund’s Bylaws require participating members to appoint a Fund Commissioner.

NOW, THEREFORE, BE IT RESOLVED by the governing body of that Maureen McCabe, is hereby appointed as the Fund Commissioner for the Local Unit; and

BE IT FURTHER RESOLVED that Beth Dilts is hereby appointed as the alternate fund Commissioner for the Local Unit; and

BE IT FURTHER RESOLVED that the Local Unit’s Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.  
NAYS: None

**Council Reports:**

Councilman Belcaro – No report.

Councilwoman Ciesla – No report.

Councilwoman McCabe – No report.

Council President Camporine – No report.

Mayor Steinhardt –

**Resolution No. 13-29** – Award Non-Fair and Open Contract to Appraisal Consultants.

R 13-29

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND  
STATE OF NEW JERSEY AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN  
CONTRACT TO APPRAISAL SERVICES FOR TAX APPEALS

WHEREAS, the Township of Lopatcong, County of Warren and State of New Jersey has a need to acquire an appraiser due to a tax appeal on Lopatcong Township Developments known as Delaware Crossings, Warren Heights and Belview Crossing as a Non-Fair and Open Contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the Tax Assessor has determined and certified in writing that the value of the acquisition will not exceed \$10,000.00; and

WHEREAS, the anticipated term of the contract is for one year and maybe extended by approval of the Council; and

WHEREAS, Appraisal Consultants Corporation has submitted a proposal indicating they will provide an market appraisal on each property in the developments known as Delaware Crossings, Warren Heights and Belview Crossings not to exceed \$10,000.00; and

WHEREAS, Appraisal Consultants Corporation has completed and submitted a Business Entity Disclosure Certification which certifies that Appraisal Consultants Corporation has not made any reportable contributions to a political or candidate committee in the Township of Lopatcong in the previous one year, and that the contract will prohibit Appraisal Consultants Corporation from making any reportable contributions through the term of the contract; and

WHEREAS, the required certificate of availability of funds has been filed by the Chief Financial Officer providing that legally appropriated balances are available to cover the amount of the contract as required by N.J.A.C. 5:30-14-5 and that fees for the aforementioned auditing and non-auditing services shall be made available by appropriate inclusion in either an annual municipal budget which includes current, revenue sharing and utility provisions, by budget amendments for Federal program spending or by inclusion in an appropriate bond ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Township of Lopatcong, County of Warren and State of New Jersey authorizes the Mayor to enter into a contract with Appraisal Consultants Corporation as described herein as appraisers on and in behalf of the Township of Lopatcong for the year 2013.

BE IT FURTHER RESOLVED, that a Notice of this action shall be printed once in a legally designated publication.

CERTIFICATION

I, Margaret B. Dilts, Municipal Clerk of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by Council at the Reorganization Meeting held on Wednesday, January 2, 2013.

Margaret B. Dilts, CMC

Mayor Steinhardt asked for a motion to adopt this Resolution. Motion by Council President Camporine, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

**Salary Subcommittee** – Council President Camporine asked Council to authorize a subcommittee to look into the salaries of the employees as well as any guidelines established by Civil Service, Union Contracts, and State Statutes. Council President Camporine and Councilwoman Ciesla volunteered to be on the committee. Motion by Council President Camporine, seconded by Councilman Belcaro. Roll call vote:

AYES: Councilman Belcaro, Councilwoman Ciesla, Councilwoman McCabe, Council President Camporine and Mayor Steinhardt.

NAYS: None

Mayor Steinhardt asked for a motion to adjourn the meeting. Motion by Council President Camporine, seconded by Councilman Belcaro.

Respectfully submitted,

Margaret B. Dilts  
Clerk/Administrator

Douglas J. Steinhardt  
Mayor