

**BOROUGH OF BLOOMSBURY
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

Reorganization Meeting – January 1, 2015

The Reorganization meeting was held in the Municipal Building on January 1, 2015. Meeting was called to order by Martha Tersigni, Mayor at 10:00 AM. The Sunshine Law was read by the Lisa Burd Reindel, Clerk.

As required by the Open Public Meetings Act of 1975, adequate notice of this meeting was provided on January 16, 2014 by the publication of said notice in the Hunterdon County Democrat and the posting of said notice at the Municipal Building on same date.

ROLL CALL:

Chris James - excused	Al Stiehler
Kathleen Jordan	Eric Weger
Vicky Papics	Martha Tersigni, Mayor
Chris Smith	William Edleston, Esq.

Flag Salute

OATHS OF OFFICE:

COUNCIL OATHS OF OFFICE:

Mr. Edleston administered the following oaths of office:

Al Stiehler – Common Council – Full Term – expires December 31, 2017
Eric Weger – Common Council – Full Term – expires December 31, 2017

NOMINATIONS FOR COUNCIL PRESIDENT:

A motion was made by Mrs. Papics, seconded by Mrs. Jordan, to nominate Al Stiehler as Council President. No other nominations were heard. Mrs. Tersigni closed nominations.
ROLL CALL VOTE: Jordan-aye; Papics-aye; Smith-aye; Weger-aye. Motion carried.

Mrs. Tersigni outlined the following Council Appointments for 2015.

Martha Tersigni – Finance, Planning Board, Deputy OEM
Chris James - SWAC, Environmental Commission, Zoning/Code Enforcement
Vicky Papics - Public Safety, Planning Board, OEM, BCC
Eric Weger - Public Works, Shade Tree, Mayor’s Designee to the Planning Board
Chris Smith - Recreation
Al Stiehler – Court Liaison

PLANNING BOARD MEMBERS:

Review 2015 Membership

- Martha Tersigni – CLASS I – 4 Year Term - Expires 12/31/15
- Vacant - CLASS II - 1 Year Term - Expires 12/31/15
- Vicky Papics - CLASS III - 1 Year Term - Expires 12/31/15
- Thomas Reilly – CLASS IV – 4 Year Term – Expires 12/31/17
- Jennifer Rittenhouse - Class IV - 4 Year Term - Expires 12/31/15
- Vacant - Class IV - 4 Year Term - Expires 12/31/17
- Rob Waterson - Class IV - 4 Year Term - Expires 12/31/15
- Ann Ferrero – Class IV – 4 Year Term – Expires 12/31/18
- Eric Weger – Mayor’s Designee - 1 Year Term - Expires 12/31/15

CONSENT AGENDA

RESOLUTION # 1-15 - MEETING DATES

WHEREAS, the Senate and General Assembly of the State of New Jersey have enacted an Act concerning meeting of certain public bodies known as the Open Public Meetings act, approved, October 21, 1975, as Chapter 231, P.L. 1975, effective 90 days after enactment, to wit, on or about January 19, 1976,

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

1. The regular meetings of the Borough of Bloomsbury shall be held on the fourth Tuesday of every month during the calendar year of 2015. Meetings shall be held in the Municipal Building, 91 Brunswick Ave., Bloomsbury, NJ at 7:00 PM.
2. Notice of such annual schedule of regular meeting of the Mayor and Council or any revised schedule thereof, as well as advance written notice of any regular, special or rescheduled meeting of the Council shall be prominently posted at the Municipal Building, published in the Hunterdon County Democrat and shall be on file with the Borough Clerk.

REGULAR MEETING SCHEDULE

January 27, 2015
February 24, 2015
March 24, 2015
April 28, 2015
May 26, 2015
June 23, 2015

July 28, 2015
August 25, 2015
September 22, 2015
October 27, 2015
November 24, 2015
December 22, 2015
2016 Re-organization - January 1, 2016 – 10AM

RESOLUTION # 2-15 - OFFICIAL DEPOSITORIES FOR BOROUGH FUNDS

BE IT HEREBY RESOLVED by the Mayor and Council of the Borough of Bloomsbury that the Official Depositories for all Borough funds, Bond Anticipation Notes, Certificates of Deposit shall be as follows:

PNC Bank, Bloomsbury, NJ
Bank of America, Pohatcong, NJ
Team Capital Bank, Phillipsburg, NJ

RESOLUTION # 3-15 - PERSONS AUTHORIZED TO SIGN BOROUGH CHECKS

BE IT HEREBY RESOLVED by the Council that the following persons are authorized on behalf of the Borough to sign any and all checks drawn on any accounts in the name of Bloomsbury Borough and that any two of the four authorized signatures are required, the following persons are authorized for admittance to the safe deposit box, such entry shall require the signatures of not less than two of the following persons, the following persons are authorized on behalf of the Borough to deposit cash and checks in the appropriate accounts:

Martha J. Tersigni, Mayor
Lisa A. Burd Reindel, Borough Clerk
Kim Francisco, Chief Financial Officer
Al Stiehler, Council President

BE IT FURTHER RESOLVED that the following additional persons are authorized on behalf of the Borough of Bloomsbury to deposit cash and checks belonging to the Borough to appropriate depositories for the municipal accounts:

Sharon Brown, Tax Collector

RESOLUTION # 4-15 - TEMPORARY BUDGET FOR 2015

BE IT HEREBY RESOLVED by the Mayor and Council of the Borough of Bloomsbury that the temporary budget for the year of 2015 is hereby adopted. Said budget shall be 25% of the regular budget for the year of 2014.

RESOLUTION # 5-15 - OFFICIAL NEWSPAPERS

BE IT HEREBY RESOLVED by the Mayor and Council of the Borough of Bloomsbury that the Hunterdon County Democrat shall be designated as the official newspaper of the Borough, wherein all legal advertising of the Borough shall be placed. The Express Times shall be designated as the first alternative and the Courier News shall be designated as the second alternative.

RESOLUTION # 6-15 - RESOLUTION AUTHORIZING SERVICE CHARGE ON RETURNED CHECK FOR INSUFFICIENT FUNDS

WHEREAS, NJSA 40:5-19 has been enacted to allow a municipality the authority to impose a service charge to be added on an account where payment by check or written instrument was returned for insufficient funds: and

NOW THEREFORE, BE IT RESOLVED, that the Common Council of the Borough of Bloomsbury, County of Hunterdon, State of New Jersey, hereby authorizes the Tax Collector to charge the aforementioned fee at a rate of \$20.00 per check or other written instrument for all checks returned for insufficient funds during the current fiscal year, and

BE IT FURTHER RESOLVED, that the Tax Collector may require future payments to be tendered in certified check, cashier's check, or cash, and,

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Chief Financial Officer, the Tax Collector and the Municipal Auditor.

RESOLUTION # 7-15 - RATE OF INTEREST FOR NON-PAYMENT OF TAXES

WHEREAS, NJSA 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

WHEREAS, NJSA 54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500.00 and allows 18% per annum on any amount in excess of \$1,500.00 and allows additional penalty of 6% to be collected against a delinquency in excess of \$10,000.00 on properties that fail to pay the delinquency prior to the end of the calendar year;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Bloomsbury, County of Hunterdon, State of New Jersey; as follows:

1. The Tax Collector is hereby authorized and directed to charge 8% per annum of the first \$1,500.00 of taxes becoming delinquent after due date and 18% annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date and if a delinquency is in excess of \$10,000.00 and remains in arrears beyond

December 31st, an additional penalty of 6% shall be charged against the delinquency.

2. Effective January 1, 2015 there will be a ten- (10) day grace period of quarterly tax payments made by cash, check or money order.
3. Any payments not made in accordance with paragraph two of this resolution shall be charged interest from due date as set forth in paragraph one of this resolution.

RESOLUTION # 8-15 - TAX APPEALS

WHEREAS, The Borough Council of the Borough of Bloomsbury has been informed that from time to time errors are made in computing tax assessments, and

WHEREAS, the Municipal Tax Assessor of the Borough of Bloomsbury requested the Borough to authorize the filing of corrective appeals of such errors with the Hunterdon County Board of Taxation, and,

WHEREAS, the Municipal Tax Assessor is called upon to defend tax appeals filed with the Hunterdon County Board of Taxation and agree to stipulation of appeals, and

WHEREAS, the Municipal Tax Assessor of the Borough of Bloomsbury is authorized by the Borough Council to file rollback petitions with the Hunterdon County Board of Taxation for the Borough of Bloomsbury and,

WHEREAS, the Municipal Attorney is authorized to appear on behalf of the Borough of Bloomsbury before the Hunterdon County Board of Taxation, and execute such documents as are necessary to resolve corrective appeals of errors and stipulation of appeals as may be recommended by the Tax Assessor.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Bloomsbury that the Municipal Tax Assessor and Municipal Attorney be and hereby are authorized to file corrective appeals with the Hunterdon County Board of Taxation, to sign stipulations in matters of appeals with Hunterdon County Board of Taxation and to file rollback petitions with the Hunterdon County Board of Taxation, are proper and in the best interests of the municipality.

RESOLUTION # 9-15 - ANNUAL SALE OF DELINQUENT TAXES

BE IT HEREBY RESOLVED, by the Borough Council of the Borough of Bloomsbury that the Collector of Taxes for Bloomsbury Borough is hereby authorized to conduct the annual sale of delinquent taxes of the calendar year of 2014.

RESOLUTION # 10-15 - TAX COLLECTOR'S RESOLUTION

WHEREAS, the Tax Collector has overpayments and underpayments of taxes for 2014 in the amount of \$5.00, and that they be cancelled; and

NOW, THEREFORE LET IT BE RESOLVED, by a majority of the members of the Common Council of the Borough of Bloomsbury, County of Hunterdon, State of New Jersey that these overpayments of \$5.00 and under be cancelled to surplus and balances of \$5.00 and under be cancelled.

RESOLUTION # 11-15 - RESOLUTION APPOINTING A PUBLIC AGENCY COMPLIANCE OFFICER FOR CALENDAR YEAR 2015

BE IT RESOLVED, by the Common Council of the Borough of Bloomsbury, County of Hunterdon, State of New Jersey, that Lisa A. Burd Reindel, is hereby designated Public Agency Compliance Officer for the Borough of Bloomsbury for 2015.

RESOLUTION # 12-15 - RESOLUTION AUTHORIZING PAYMENT OF PREVIOUSLY APPROVED EXPENDITURES OR ROUTINE RECURRING EXPENSES PRIOR TO FORMAL COUNCIL APPROVAL

WHEREAS, payment of previously approved expenditures and bills of a routine or recurring nature such as the payment of routine recurring expenses such as utility bills or petty cash reimbursement is at times required prior to their formal inclusion on the bill list or Treasurer's report for formal approval for payment by Council; and

WHEREAS, it is necessary to establish policy whereby these bills may be paid prior to that form of approval in order to assure the orderly continuation of municipal functions;

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2015, that the Borough of Bloomsbury does hereby implement a policy and procedure whereby routine or recurrent bills or previously approved expenditures may be paid and checks issued therefor executed by the appropriate municipal officials prior their formal inclusion on the monthly bill list for formal approval by Council.

RESOLUTION # 13-15 - RESOLUTION DESIGNATING THE COMMON COUNCIL OF THE BOROUGH OF BLOOMSBURY TO ACT AS THE LOCAL BOARD OF HEALTH

WHEREAS, the Borough of Bloomsbury does not have a Local of Board of Health, and

WHEREAS, from time to time there is a need to have a local Board of Health to make decisions under the advisement of the Borough Engineer relating to septic system waivers and other health department related matters,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Bloomsbury that the Common Council shall act as the Local Board of Health, considering

Board of Health matters, rendering decisions, and authorizing approvals for the same, as needed, under the advisement of the Borough Engineer.

RESOLUTION # 14-15 - APPOINTMENT OF DEPUTY EMERGENCY MANAGEMENT COORDINATOR

WHEREAS, the Borough of Bloomsbury is required to appoint a Deputy Emergency Management Coordinator; and

WHEREAS, Martha J. Tersigni is qualified for this position; and served as Deputy OEM Coordinator in 2014, a term which expired on December 31, 2014;

NOW, THEREFORE BE IT RESOLVED by the Common Council of the Borough of Bloomsbury does hereby re-appoint Martha J. Tersigni to the position of Deputy Emergency Management Coordinator for a one year term ending December 31, 2015.

RESOLUTION #15-15 - APPOINTMENT OF DEPUTY REGISTRAR

BE IT RESOLVED that Lisa A. Burd Reindel, Registrar of the Borough of Bloomsbury, does hereby appoint Ella Ruta as Deputy Registrar for the calendar year 2015.

BE IT FURTHER RESOLVED, the Mayor and Council hereby set a stipend of \$200.00 be paid to the Deputy Registrar for 2015.

RESOLUTION # 16-15 - RESOLUTION APPOINTING LISA A. BURD REINDEL 911 COORDINATOR FOR 2015

BE IT RESOLVED, by the Common Council of the Borough of Bloomsbury, County of Hunterdon, State of New Jersey, that Lisa A. Burd Reindel, is hereby designated 911 Coordinator for the Borough of Bloomsbury for the calendar year 2015.

RESOLUTION # 17-15 - PUBLIC ALLIANCE INSURANCE COVERAGE FUND RESOLUTION FOR RENEWAL OF MEMBERSHIP

WHEREAS, the Borough of Bloomsbury, hereafter referred to as "**Public Entity**" is a member of the Public Alliance Insurance Coverage Fund, hereinafter referred to as "**Fund**"; and

WHEREAS, said renewal membership terminates as of January 1, 2015 at 12:01 a.m. standard time, unless earlier renewed by agreement between the **Public Entity** and the **Fund**; and

WHEREAS, the **Public Entity** is afforded the following types of coverages (as indicated by an "X"):

- Workers' Compensation
- Package (property, boiler & machinery, crime, auto & general liability, including Police Professional)
- Public Officials Liability
- Excess Liability
- Auto & General Liability (including Police Professional)
- Public Officials Liability
- Environmental Impairment Liability

WHEREAS, the **Public Entity** desires to renew said membership.

NOW THEREFORE, BE IT RESOLVED as follows:

1. The **Public Entity** agrees to renew its membership in the **Fund** for a period of three years beginning January 1, 2015, and ending January 1, 2018 at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the **Fund** presently existing or as from time to time amended by the **Fund** and/or the Department of Banking and Insurance.
2. The **Public Entity** agrees that as a member of the Public Alliance Insurance Coverage Fund the **Public Entity** must purchase all types of coverages offered by the **Fund** which are applicable to the **Public Entity**.
3. The **Public Entity** hereby appoints Lisa A. Burd Reindel as the **Public Entity's** Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the **Fund** the **Public Entity's** renewal of its membership.

Mr. Stiehler moved Council adopt Resolutions 1-15 through 17-15 via consent agenda; seconded by Mr. Smith.

ROLL CALL VOTE: Jordan-aye, except temporary budget; Papics-aye, except temporary budget; Smith-aye; Stiehler-aye; Weger-aye. Motion carried.

PAYMENT OF BILLS

Mrs. Papics moved Council approve the bill list of January 1, 2015, seconded by Mr. Stiehler.

ROLL CALL VOTE: Jordan-aye; Papics-aye; Smith-aye; Stiehler-aye; Weger-aye. Motion carried

OPEN TO THE PUBLIC

No Comment.

ADJOURNMENT

A motion to adjourn the reorganization meeting of the Bloomsbury Borough Common Council was made by Mr. Weger; seconded by Mrs. Jordan. All ayes. Motion carried. The meeting was adjourned at 10:10 am.

Respectfully submitted,

Lisa A. Burd Reindel, RMC
Borough Clerk/ Administrator