

**CITY OF ESTELL MANOR ANNUAL REORGANIZATION
MEETING MINUTES
JANUARY 1, 2014**

City Solicitor, Alfred Scerni called the meeting to order at approximately 2:00 PM and announced that the meeting was properly advertised and posted in accordance with Public Law 75, Chapter 231. A Flag salute was observed and Pastor Bell from the Estell Manor Community Church offered the invocation.

OATH OF OFFICE TO NEWLY ELECTED OFFICIALS

Mayor elect Stephen Teasenfitz accompanied by his wife Patti was given the oath of office by Atlantic County Sheriff Frank Balles.

Councilman elect Kristofer Haeser accompanied by his children Vanessa and Kristofer who held the Bible was given his oath of office by his father Committeeman for Weymouth Township, Ken Haeser. Councilwoman elect Linda Givens accompanied by her husband Dan Foster was given the oath of office by Atlantic County Sheriff Frank Balles.

Atlantic County Sheriff Frank Balles offered a brief message to the newly elected officials and the City of Estell Manor reflecting on the New Year ahead.

Ken Haeser offered a few comments on his son's behalf regarding involvement in local government.

ROLL CALL

Present: Albert Barbetto, John Cunningham. Linda Givens, Kristofer Haeser, Stephen Teasenfitz Solicitor, Alfred Scerni was also present.

ELECTION OF COUNCIL PRESIDENT FOR 2013/ OATH OF OFFICE

Councilman Barbetto nominated Councilman Haeser for Council President, seconded by Councilwoman Givens.

Nominations closed

Roll Call: Barbetto-yes; Cunningham-yes; Givens-yes; Haeser-yes; Teasenfitz-yes

Motion carried

Council President Haeser was given his oath of office by Mayor Teasenfitz.

MAYOR'S STATE OF THE CITY ADDRESS

Mayor Teasenfitz wished everyone in attendance a Happy New Year and thanked them for being present today. He also observed a moment of remembrance for those neighboring residents who recently perished in a fire. He recognized the employees of the City and all support staff for their work and dedication to the City. Volunteers such as emergency services personnel and those who dedicated their time for special events were recognized. He especially thanked those involved with the planning and execution of the recent Christmas Festival held at City Hall.

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Teasenfitz recognized services within the City which he feels need improvements; this included communication notification, senior and veteran services. Ways to acknowledge and get these individuals more involved within the City were encouraged by the Mayor. He also addressed the topic of shared services and encouraged the City to move forward in this area to look for opportunities to save money for those involved.

MAYOR’S NOMINATIONS FOR PROFESSIONAL APPOINTMENTS:

Nomination of Solicitor

Council Vote / Resolution 01-2014 Authorizing Award of 201 Contract for City Solicitor

The Mayor made a nomination for Alfred Scerni of the Law Firm of Parker McCay as City Solicitor; motion made by Haeser, seconded by Cunningham to accept nomination.

Roll call: Barbetto – yes, Cunningham-yes, Givens-yes, Haeser-yes, Teasenfitz-yes

Nomination of Labor Relations Attorney

Council Vote / Resolution 02-2014

The Mayor made a nomination for Elizabeth Garcia of the Law Firm of Parker McCay as Labor Relations Attorney. Motion made by Haeser, seconded by Cunningham to accept nomination.

Roll call: Barbetto-yes, Cunningham-yes, Givens-yes, Haeser-yes, Teasenfitz-yes

Nomination of Auditor

Council Vote / Resolution 03-2014 Authorizing Award of 2014 Contract for City Auditor

The Mayor nominated the firm of Bowman & Co. for City Auditor; motion made by Haeser, seconded by Givens to accept nomination.

Roll call: Barbetto-yes, Cunningham-yes, Givens-yes, Haeser-yes, Teasenfitz-yes

Nomination of Risk Management Consultant

Council Vote / Resolution 04-2014 Authorizing Award of Contract for Risk Management Consultant / ACMJIF 2014

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*The Mayor nominated Chris Fifis of Hardenbergh Insurance as the City Risk Management Consultant;
Motion made by Haeser, seconded by Givens to accept nomination.
Roll call: Barbetto-yes, Cunningham-yes, Givens-yes, Haeser-yes, Teasenfitz-yes*

Nomination of Engineer

Council Vote / Resolution 05-2014 Authorizing Award of 2014 Contract for City Engineer

*The Mayor nominated Fralinger Engineering to serve as City Engineer; motion made by Haeser, seconded by Barbetto to accept nomination.
Roll call: Barbetto-yes, Cunningham-yes, Givens-yes, Haeser-yes, Teasenfitz-yes*

Nomination of Prosecutor and Public Defender

Council Vote / Resolution 06-2014 Authorizing Award of 2014 Contract for Professional Services / Municipal Prosecutor

*The Mayor nominated James Schroeder of the Schroeder Law Group as the Municipal Prosecutor; motion made by Haeser, seconded by Givens to accept nomination
Roll call: Barbetto-yes, Cunningham-yes, Givens-yes, Haeser-yes, Teasenfitz-yes*

Council Vote/ Resolution 07-2014 Authorizing Award of 2014 Contract for Professional Services / Public Defender

*The Mayor nominated Frank Lentz as Public Defender; motion made by Haeser, seconded by Barbetto to accept nomination.
Roll call: Barbetto-yes, Cunningham-yes, Givens-yes, Haeser-yes, Teasenfitz-yes*

Nomination of Forester

Council Vote / Resolution 08-2014 Authorizing Award of 2014 Contract for Professional Services / City Forester

*The Mayor nominated CME Associates' to provide Forestry services; motion made by Haeser, seconded by Givens to accept nomination.
Roll call: Barbetto-yes, Cunningham-yes, Givens-yes, Haeser-yes, Teasenfitz-yes*

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RESOLUTIONS:

Consent Agenda: All matters listed under Consent Agenda, are considered to be routine by City Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separate.

A Motion was made by Councilman Haeser, Seconded by Councilman Barbetto to Approve Resolution#09-2014 through #26-2014 as listed below.

Roll call: Barbetto-yes, Cunningham-yes, Givens-yes, Haeser-yes, Teasenfitz-yes

- 9-2014** Annual Schedules of Meetings

- 10-2014** Appointing a Registrar of Vital Statistics

- 11-2014** Designation of Official Newspaper(s)

- 12-2014** Adopting a Cash Management Plan

- 13-2014** Temporary Appropriations

- 14-2014** Designating Bank Signatories

- 15-2014** To Establish the Rate of Interest for Nonpayment of taxes or Assessments for the Year 2014

- 16-2014** Authorizing the Tax Assessor to File a Petition(s) of Appeal and Roll Back Tax Appeals for the Tax Year 2013

- 17-2014** Authorizing the Tax Collector to Cancel Overpayments or Delinquencies Under \$5.00

- 18-2014** To Appoint a Fund Commissioner and Alternate Fund Commissioner for the Atlantic county Joint Municipal Insurance Fund

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- 19-2014** Safety & Health Committee Appointments
- 20-2014** To Authorize the Contact Persons to Access the Employment Practices Liability Consultation Services (EPL Hotline / ACMJIF)
- 21-2014** Adopting Roberts Rules of Order
- 22-2014** Establishing Guidelines for Public Participation
- 23-2013** Annual Appointments / Municipal Employees / Court Administrator / Deputy Court Administrator, Housing Officer, Zoning Officer, PEOSHA Compliance Officer and ADA Compliance Officer
- 24-2014** Authorizing Professional Memberships for City Council / 2014
- 25-2014** Designating the Public Agency Compliance Officer (P.A.C.O.) for the City of Estell Manor / 2014
- 26-2014** Schedule of 2014 Holidays/Municipal Closings
- 27-2014** Award of Contract for 2014 Water Testing Services
- Motions: Haeser / Barbetto to award a contract for 2014 testing services to Vineland Environmental Laboratories*
Roll call: Barbetto-Yes; Cunningham-Yes; Givens-Yes; Haeser-Yes; Teasenfitz-Yes
- 28-2014** Award of Contract for 2014 Janitorial Services
- Motions: Barbetto / Haeser to award a contract for 2014 janitorial services to Personal Touch Cleaning in the amount of \$200.00 per month.*
Roll call: Barbetto-Yes; Cunningham-Yes; Givens-Yes; Haeser-Yes; Teasenfitz-Yes

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Mayor Teasenfitz stated he neglected to thank his family earlier in his address to the City and would like to thank them for their support.

APPOINTMENTS TO BOARDS & COMMISSIONS

Mayor Teasenfitz appointments to various Boards and Commissions are on file in the Clerk’s office and can be found posted at City Hall as the 2014 Directory of Appointed Officials and Professionals.

Councilman Barbetto nominated Linda Givens, seconded by Councilman Haeser to fill the planning board Class 3 position.

Other appointments included Jim Owens as the designee to the Great Egg Harbor Scenic and Recreational River Council. The alternates to this Council remain the same; William Donath and James Lloyd.

COUNCIL COMMITTEE ASSIGNMENTS

<u>COMMITTEE</u>	<u>CHAIR</u>	<u>CO-CHAIR</u>
Clean Communities	Barbetto	Givens
Environmental	Teasenfitz	Barbetto
Finance	Teasenfitz	Barbetto
Health & Human Svc.	Haeser	Givens
Land Evaluation	Teasenfitz	Barbetto
Landfill	Teasenfitz	Barbetto
League of Municipalities	One Alternating	Member
Personnel	Haeser	Givens
Pinelands Municipal Council	Teasenfitz	Barbetto
Public Safety & Court/Fire Co. Liaison	Teasenfitz	Barbetto
Public Works	Teasenfitz	Haeser
Quarterly Newsletter	Barbetto	
Recreation	Haeser	Teasenfitz
Senior Citizens Advisory	Givens	Cunningham
Special Events	Haeser	Cunningham
Technology	Haeser	Barbetto
Township Officials Assoc.	One Alternating	Member
Veteran’s Advisory	Teasenfitz	Givens
School Liaison	Haeser	

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NECESSARY BUSINESS:

The next regular City Council meeting was set for Wednesday January 8, 2014 at 7:00 pm.

PUBLIC COMMENT

*Motions: Haeser / Givens to open the meeting to public comment
Recorded vote; all in favor*

Wayne Caregnato asked if he had been reappointed as the Zoning Officer for 2014. Mayor responded to the affirmative.

Creed Pogue congratulated Teasenfitz on his Mayor appointment and commented on pending Labor Relations matters and the newly appointed Labor Relations Attorney for 2014.

Fire Chief, John Wagner congratulated the newly elected officials and thanked all the residents who worked with the fire company in the past. He commented on future activities involving the fire company and encouraged positive communication and involvement from the City.

Sheila Myers congratulated all the newly elected officials especially Linda Givens.

Judy Cassagrande offered her assistance to Council and congratulated all of Council on their positive and encouraging outlook for the future of the City.

Ted Pogue stated has been attending the City Council meetings since 1972 and this is the first time he is encouraged for the future. He also thanked Council and offered his assistance to the City.

*Motions: Haeser / Givens to close public comment portion of meeting.
Recorded vote; all in favor*

*Motions: Haeser / Barbetto to adjourn meeting at approximately 2:45 pm.
Recorded vote; all in favor*

Respectfully submitted,

Accepted:

Fern A. Brown, Acting Clerk

Mayor Stephen Teasenfitz

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