

CHESTERFIELD TOWNSHIP REORGANIZATINO MEETING JANUARY 2, 2024

The Township Committee met on the above date in the Municipal Complex, 295 Bordentown-Chesterfield Road, Chesterfield, New Jersey. The meeting was called to order by the Township Clerk, Caryn Hoyer at 7:00 p.m. followed by a Salute to the Flag and Moment of Silence.

The Open Public Meetings Act statement was read and compliance noted.

AGENDA MATTER(S) REQUIRING RECUSAL(S)

Ms. Blazic advised she would be recusing herself from Resolution 2024-1-4 and Resolution 2024-1-5.

OATH OF OFFICE

David Sass, Esq. administered the Oath of Office to Committee woman Denise Koetas-Dale.

Senator Elect Latham Tiver administered the Oath of Office to Committee woman Rebecca Hughes.

ROLL CALL OF MEMBERS

Present: Belinda Blazic, Shreekant Dhopte, Denise Koetas-Dale, Rebecca Hughes and Matthew Litt.

Also present: Caryn M. Hoyer, Township Clerk; Rachel Fryc, Deputy Clerk; Troy Ulshafer, Public Works Manager and Michael Davison, Chief of Police

NOMINATIONS FOR OFFICE OF MAYOR

Ms. Hoyer asked for nomination for the Office of Mayor. Ms. Koetas-Dale nominated Matthew Litt seconded by Mr. Dhopte. Voice vote: All in favor.

David Sass, Esq. administered the Oaths of Office to Mayor Matthew Litt.

Mayor Litt presided over the meeting.

NOMINATIONS FOR OFFICE OF DEPUTY MAYOR

Mayor Litt asked for nomination for the office of Deputy Mayor. Mr. Dhopte nominated Ms. Koetas-Dale for Deputy Mayor seconded by Mayor Litt. Voice vote: All in favor.

David Sass, Esq. administered the Oath of Office to Deputy Mayor Denise Koetas-Dale.

RESOLUTIONS

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve Resolution 2023-1-1, 2024-1-2 and 2024-1-3 Voice vote - All in favor.

RESOLUTION 2024-1-1

**RESOLUTION ESTABLISHING MEETING
DATES OF THE TOWNSHIP COMMITTEE FOR
THE YEAR 2024**

RESOLUTION 2024-1-2

RESOLUTION AUTHORIZING HOLIDAY SCHEDULE FOR NON-UNION EMPLOYEES OF CHESTERFIELD TOWNSHIP

RESOLUTION 2024-1-3

RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS FOR THE TOWNSHIP OF CHESTERFIELD FOR THE YEAR 2024

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve Resolution 2024-1-4 and 2024-1-5 Voice vote – All in favor except Belinda Blazic who recused herself and did not participate.

RESOLUTION 2024-1-4

RESOLUTION DESIGNATING OFFICIAL DEPOSITORIES FOR THE TOWNSHIP OF CHESTERFIELD

RESOLUTION 2024-1-5

RESOLUTION ADOPTING CASH MANAGEMENT PLAN

Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to approve Resolution 2024-1-6, 2024-1-7 and 2024-1-8. Voice vote – All in favor.

RESOLUTION 2024-1-6

RESOLUTION ESTABLISHING RATE OF INTERST FOR DELINQUENT TAXES AND DUPLICATE TAX BILL FEE

RESOLUTION 2024-1-7

RESOLUTION ESTABLISHING PENALTY RATE FOR TAX TITLE LIENS

RESOLUTION 2024-1-8

RESOLUTION AUTHORIZING THE TAX COLLECTOR TO CANCEL SMALL BALANCES

Ms. Blazic had a concern with Resolution 2024-1-9. She asked to reduce the \$13,000.00 line item for the Historic Preservation. She stated at the last meeting the committee agreed to discuss this request during the budget process. Ms. Hoyer stated that money can be reallocated and the difference can go into another line item. Mr. Ulshafer suggested putting the money into Maintenance of Vehicles. The Township Committee agreed to change the \$13,000.00 line item to \$6,000.00 for Historic Preservation and reallocate \$7,000.00 into Maintenance of Vehicles bringing that line item to \$19,000.00.

Ms. Koetas-Dale made a motion seconded by Ms. Blazic to approve Resolution 2024-1-9. Voice vote – All in favor.

RESOLUTION 2024-1-9

RESOLUTION AUTHORIZING TEMPORARY BUDGET APPROPRIATIONS

Ms. Koetas-Dale made seconded by Ms. Blazic to approve Resolution 2024-1-10. Voice vote – All in favor.

RESOLUTION 2024-1-10

RESOLUTION AUTHORIZING CHECK PRIOR TO BILL LIST APPROVAL

Motion by Ms. Koetas-Dale, seconded by Ms. Blazic to approve Resolution 2024-1-11. Voice vote – All Ayes

RESOLUTION 2024-1-11

RESOLUTION AUTHORIZING ASSESSOR TO FILE APPEALS TO MAINTAIN ASSESSEMENT ACCURACY

Mr. Liedtka made a motion seconded by Mr. Dhopte to approve Resolution 2024-1-12 and 2024-1-13. Voice vote – All in favor.

RESOLUTION 2024-1-12

RESOLUTION APPOINTING FUND COMMISSIONER FOR THE BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND

RESOLUTION 2024-1-13

RESOLUTION APPOINTING CONTACT PERSON FOR THE EMPLOYMENT PRACTICES LIABILITY ATTORNEY CONSULTATION SERVICE OF THE BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND

Ms. Blazic made a motion seconded by Ms. Koetas-Dale to approve Resolution 2024-1-14. Voice vote – All in favor.

RESOLUTION 2024-1-14

RESOLUTION DESIGNATING PUBLIC AGENCY COMPLIANCE OFFICER

Motion by Ms. Blazic seconded by Mr. Dhopte to approve Resolution 2024-1-15. Voice vote – All in favor.

RESOLUTION 2024-1-15

RESOLUTION APPOINTING CERTAIN TOWNSHIP EMPLOYEES

Motion by Ms. Koetas-Dale, seconded by Mr. Dhopte to approve Resolution 2024-1-16. Voice vote – All in favor.

RESOLUTION 2024-1-16

RESOLUTION ESTABLISHING THE PAYMENT DATES FOR LEVY TO THE FIRE DISTRICT

Ms. Blazic made a motion seconded by Mr. Dhopte to approve Resolution 2024-1-17, 2024-1-18, 2024-1-19 and 2024-1-20.

Roll Call: YEA: Blazic, Dhopte, Hughes, Koetas-Dale, Litt

RESOLUTION 2024-1-17

RESOLUTION APPOINTING TOWNSHIP ATTORNEY

RESOLUTION 2024-1-18

RESOLUTION APPOINTING TOWNSHIP AUDITOR

RESOLUTION 2024-1-19

RESOLUTION APPOINTING TOWNSHIP BOND COUNSEL

RESOLUTION 2024-1-20

RESOLUTION APPOINTING TOWNSHIP BOND COUNSEL FOR THE YEAR 2024

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve Resolution 2024-1-21. Voice vote – All in favor.

RESOLUTION 2024-1-21

RESOLUTION AUTHORIZING PURCHASES THROUGH THE STATE OF NJ CONTRACTS AND COOPERATIVE PURCHASING AGREEMENTS

Ms. Blazic made a motion seconded by Mr. Dhopte to approve Resolution 2024-1-22. Voice vote – All in favor.

RESOLUTION 2024-1-22

RESOLUTION DESIGNATING COMPENSATION FOR EMERGENCY SNOW PLOW OPERATIONS

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve Resolution 2024-1-23. Voice vote – All in favor.

RESOLUTION 2024-1-23

RESOLUTION APPOINTING TOWNSHIP PLANNER

REPORTS & DISCUSSION

Mayor Litt read the following Mayoral appointments. Mayor Litt stated he would like to change the Ordinance for the Shade Tree Advisory to make it less complicated. He plans to start that discussion at the next meeting.

Boards, Commissions, Committees

Mayoral Appointments

- Planning Board Class I – Denise Koetas-Dale – 1 year
- Planning Board Class II – Troy Ulshafer – 1 year
- Planning Board Class III – Shreekant Dhopte – 1 year
- Planning Board Class IV – Raymond Lumio – 4 year
- Planning Board Class IV – Michael Nei – 4 year
- Planning Board 1st Alternate – Jeffrey Kolakowski - 2 year
- Environmental Commission – Rachel Dekovitch – 3 year
- Environmental Commission – 3 year (Vacant)
- Environmental Commission – TC Member – Rebecca Hughes – 1 year
- Economic Development Advisory Committee – Herb Ames - 3 year
- Economic Development Advisory Committee – Belinda Blazic -3 year
- Shade Tree Advisory – Township Staff (Vacant)
- Shade Tree Advisory – EC Member (Vacant)

Ms. Koetas Dale made a motion seconded by Mr. Dhopte to approve the HPC appointments. Voice vote – All in favor.

Township Committee Appointments

HPC Class A – Eugene Cardone - 4 year

HPC Class B – Joseph Ratajczak – 4 year

HPC Alternate #2 – Jennifer Lynch - 2 year

Mayor Litt tabled the Township Committee Liaisons until the next meeting.

NEW BUSINESS

TOWNSHIP COMMITTEE LIAISONS

Buildings and Grounds

Finance

Personnel

Administration

Economic Development

Public Works & Roads

Agriculture Advisory Board

Historic Preservation

Shade Tree Advisory

Municipal Alliance

Budget Advisory Committee - Mayor Litt stated he is not ready to discuss the Budget Advisory Committee tonight and asked to put it on the agenda for the next meeting and asked for some suggested names for the committee at that time.

PUBLIC COMMENTS

Mayor Litt read the “public comment code of conduct” as listed on the agenda.

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to open the meeting to public comment. Hearing none, Ms. Blazic made a motion seconded by Mr. Dhopte to close public comment. All were in favor.

Ms. Koetas-Dale made a motion to adjourn the meeting seconded by Mr. Dhopte. All were in favor. Meeting adjourned at 7:32 PM.

Respectfully submitted,

Caryn M. Hoyer, RMC
Township Clerk