

Borough of Elmer Minutes: Reorganization

January 6, 2021

The Reorganization Meeting of the Council of the Borough of Elmer convened by videoconference at 6:30 pm.

Swearing in and Oath of Office to Newly Elected Officials: Borough Clerk Sarah Walker administered the oath of office to Council Members-elect Cynthia L. Nolan and Bruce Foster.

Call to Order: Mayor Stemberger called the meeting to order at 6:35 pm. Mayor Stemberger led the invocation and flag salute and read the public notice statement that pursuant to the Open Public Meetings Act adequate notice was provided to two newspapers and posted as required on December 28, 2020.

Roll Call: Council Members Lynda Davis, Bruce Foster, Cynthia Nolan, Steven Schalick, Lewis Schneider, James Zee, and Mayor Joseph Stemberger answered to the roll call. Also present were Chief Financial Officer Cynthia Strang and Clerk Sarah Walker.

Election of Council President: Mayor Stemberger declared that the nominations were open for President of the 2021 Borough Council. Council Member Schalick nominated Lewis M. Schneider to be President, seconded by Council Member Nolan. No other nominations were received so the motion carried by unanimous vote.

Resolutions: The following resolutions were read or summarized by the Clerk:

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION CONFIRMING APPOINTMENTS FOR BOROUGH POSITIONS**

Number 1-21

BE IT RESOLVED that the Mayor and Council of the Borough of Elmer does hereby confirm the following appointments for the Borough of Elmer:

That Sarah Walker be appointed Municipal Search Officer for the year 2021.

That Christina Digneo be appointed Assistant to the Clerk for the year 2021.

That Christina Digneo be appointed Animal Registrar for the year 2021.

That James Davis be appointed Collector for the Borough of Elmer Water Department for the year 2021.

That Jack Justice, Jr. be appointed Fire Safety Code Official for the year 2021.

That Timothy O'Donnell be appointed Fire Code Inspector for the year 2021.

That Karen Foster be appointed Custodian of the Elmer Borough Hall for the year 2021.

That David Zeck be appointed for General Maintenance for the year 2021.

That Joseph P. Stemberger be appointed the Borough of Elmer Representative for the Conscientious Employee Protection Act for the year 2021.

That Cynthia L. Nolan be appointed the Borough of Elmer's representative to Salem County Advisory Solid Waste Council for the year 2021.

That Cynthia L. Nolan be appointed Clean Communities Coordinator for the year 2021.

That Robert Schmid be appointed Housing Officer and Property Maintenance Officer for the year 2021.

That Robert Schmid be appointed Land Use Board Zoning Official for the year 2021.

That Christina Digneo be appointed Housing Assistant for the year 2021.

That Dawn Williams be appointed a Class II member of the Elmer Land Use Board for a one-year term ending December 31, 2021.

That Lynda Davis be appointed a Class III member of the Elmer Land Use Board for a one-year term ending December 31, 2021.

That David Newkirk be appointed a Class IV member of the Elmer Land Use Board for a four-year term ending December 31, 2024.

That Jennifer Lloyd be appointed a Class IV Alternate No. 1 member of the Elmer Land Use Board for a two-year term ending December 31, 2022.

That Robert Dickinson, Salem County Health Officer, be appointed Health Officer for the year 2021.

That Nicolle D. Bryan be appointed to the Elmer Board of Health for a three-year term ending December 31, 2023.

That Barbara Garozzo be appointed Administrator of the Mid-Salem County Court for the year 2021.

That Patty L. Gordon be appointed Deputy Administrator of the Mid-Salem County Court for the year 2021.

That Martin W. Whitcraft be appointed Municipal Judge of the Mid-Salem County Court for the year 2021.

That Niki Trunk be appointed Municipal Prosecutor for the Mid-Salem County Court for the year 2021.

That Jason Pollack be appointed Public Defender for the Mid-Salem County Court for the year 2021.

That Jared Fox be appointed Police Officer for a one-year term ending December 31, 2021.

That Kyle Pankok be appointed Police Officer for a one-year term ending December 31, 2021.

That Andrew Martin be appointed Deputy Emergency Management Coordinator for a one-year term ending December 31, 2021.

That the Salem County Department of Emergency Services will provide radio dispatching services to the Elmer Borough Police Department on a 24-hour basis during the year 2021 at a cost not to exceed \$13,500.00.

That Countywide Animal Care and Control, LLC be appointed Animal Control Officer for the year 2021.

**RESOLUTION OF THE BOROUGH OF ELMER, COUNTY OF SALEM
APPOINTING 2021 PUBLIC AGENCY COMPLIANCE OFFICER**

Number 2-21

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Elmer, that Sarah D. Walker is hereby appointed the Elmer Borough Public Agency Compliance Officer for the year 2021 in compliance with N.J.A.C. 17:27-3.5.

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to forward this Resolution to the State of New Jersey Department of Treasury Division of Purchase & Property Contract Compliance Audit Unit EEO Monitoring Program forthwith.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION ESTABLISHING THE RULES OF BOROUGH COUNCIL FOR 2021**

Number 3-21

BE IT RESOLVED that the rules of the Elmer Borough Council for the year 2021 be as follows:

Rule 1. The Council shall meet for organization on the 1st day of January or during the first seven (7) days in January in any year at the call of the incoming Mayor. The Council shall meet to organize and appoint three members to serve on each of the following committees: Finance/ Celebration of Public Events, Streets/Sidewalks, Public Safety, Borough Hall Property, Water/Street Lights/Information Technology, and Trash/Parks and Playgrounds. Thereafter, regular meetings of the Council shall be held on the second Wednesday evening of each month at seven-thirty o'clock. Special meetings may be called at the discretion of the Mayor, and shall be called at the written request of four or more members, written notice to be given to each member by the Borough Clerk of all special meetings. In the absence of the Mayor, the President shall take the chair; if both shall be absent (provided four members are present) a member shall be chosen chairman and the meeting opened promptly at the set time. A quorum shall consist of any four members of Council, or three members and the Mayor.

Rule 2. All motions and votes shall be decided by yes and no vote, the Clerk calling the roll alphabetically starting with the Council President, except in electing persons to office, when a vote by ballot shall be taken upon demand of any member of Council. The maker of all motions and the one who seconds the same shall appear on the minutes.

Rule 3. At a meeting of Council, the following order of business shall be observed unless dispensed with by two-thirds vote.

- First - Call to order by Mayor or Chair;
- Second - Meetings open with invocation and pledge of allegiance;
- Third - Roll call of members;
- Fourth - Reading the minutes of the last regular meeting and all subsequent meetings;
- Fifth - Unfinished business;
- Sixth - New business;
- Seventh - Reports of committees, standing, and special;
- Eighth - Adjournment.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION TO SET SCHEDULE OF REGULAR MEETINGS
AND PUBLIC NOTICES INCLUDING OFFICIAL NEWSPAPERS**

Number 4-21

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Elmer, County of Salem, and State of New Jersey as follows:

1. Regular Borough Council Meetings shall be held on the second Wednesday of each month at 7:30 p.m., prevailing time at the Borough Hall, Elmer, NJ, at which time Borough Council shall discuss and formally act upon all business matters.
2. Regular Meetings of the Borough Council shall be held on the following dates:

January 6, 2021	July 14, 2021
February 10, 2021	August 11, 2021
March 10, 2021	September 8, 2021
April 14, 2021	October 13, 2021
May 12, 2021	November 10, 2021
June 9, 2021	December 8, 2021

3. The Official newspaper is hereby designated as the Elmer Times.
4. The newspapers for publication of notices are hereby designated as the Elmer Times and/or South Jersey Times.
5. The Borough Clerk shall mail copies of all notices, including 48-hour notices, to any person or persons requesting the same upon a prepayment of the sum of \$25.00 per year.
6. A copy of this resolution shall be forthwith published in the Elmer Times.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION AUTHORIZING THE SIGNING OF VOUCHERS**

Number 5-21

BE IT RESOLVED by the Borough Council of the Borough of Elmer, that the Borough Clerk, Sarah D. Walker, be authorized as the official to sign all vouchers as to the receipt of goods, materials or as to services rendered for the year 2021.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION ADOPTING CASH MANAGEMENT PLAN**

Number 6-21

WHEREAS, it is the desire of the Borough Council of the Borough of Elmer to adopt a cash management plan in accordance with N.J.S.A. 40A:5-14; and

WHEREAS, the Borough is authorized to invest idle funds in accordance with N.J.S.A. 40A:5-15.1 as well as the following Governmental Unit Depository Protection Act (GUDPA) approved banks:

1. First National Bank of Elmer
2. Fulton Bank

WHEREAS, the Chief Financial Officer will provide the governing body with a monthly report that summarizes:

1. All investments made or redeemed over the past month.
2. Each organization holding local unit funds.
3. The amount of securities purchased or sold, class or type of securities purchased, book value, earned income, fees incurred, and market value of all investments as of the report date and;
4. Other information that the governing body may request.

WHEREAS, provided that local unit funds are deposited or invested as designated or authorized by this cash management plan, the Chief Financial Officer is relieved of any liability for any loss of such moneys due to the insolvency or closing of any depository designated by, or for the decrease in value of any investment authorized by, the cash management plan.

NOW, THEREFORE BE IT RESOLVED that the above cash management plan be adopted by the Borough Council of the Borough of Elmer, County of Salem and State of New Jersey, effective for the 2021 calendar year.

BE IT FURTHER RESOLVED that all disbursements shall be made by check and signed by the Mayor, Borough Clerk, and Chief Financial Officer. In the event that the Mayor, Borough Clerk, or Chief Financial Officer is absent or incapacitated, the President of Council shall be authorized to sign in their place.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION FOR THE OFFICE OF THE TAX AND WATER COLLECTOR
FOR THE YEAR 2021**

Number 7-21

WHEREAS, the Borough of Elmer is able to set policies and procedures for the office of the Tax and Water Collector that allows for the best fiscal interest of the municipality,

NOW, THEREFORE, BE IT RESOLVED, that the Tax Collector, is hereby authorized and directed to the following:

TAXES

1. Interest on taxes shall be 8% on the first \$1,500 of the delinquency and 18% on all subsequent delinquency until the account is paid in full. All accounts have a 10-day grace period during each quarter when taxes are due.
2. A year end penalty of 6% for taxpayers with a delinquency in excess of \$10,000 who fail to pay the delinquency before the end of the year.
3. A tax sale of all delinquent accounts for the 2020 Municipal Taxes will be held no later than June 30, 2021.
4. A tax sale of all delinquent accounts for the 2021 Municipal Taxes will be held no later than June 30, 2022.
5. Delinquent tax accounts in the amount of +/- \$5.00 may, at the discretion of the Tax Collector be canceled prior to the tax sale.
6. Charges for Replacements of Loss Tax Sale Certificates shall be \$100.00.
7. All Tax Sale Liens shall be redeemed through certified funds only (cash, money order, or certified check).
8. All payments made to clear accounts for tax sale must be made through certified funds only (cash, money order, or certified check).
9. Borough Charges for property clean-up, trash removal, and other similar charges shall be charged an interest rate of 18%, 30 days after the billing date.
10. Date of checks and postmark dates are not recognized as date paid. The date paid is the date payments are actually **received** and posted in the office.

WATER

1. A late fee penalty on water shall be 5% on the 11th day following the due date on the bill. All accounts have a 10-day grace period during each quarter when the bills are due.
2. A tax sale of all delinquent accounts for the 2020 Municipal Taxes will be held no later than June 30, 2021.
3. A tax sale of all delinquent accounts for the 2021 Municipal Taxes will be held no later than June 30, 2022.
4. All payments made to clear accounts for tax sale must be made through certified funds only (cash, money order, or certified check).
5. Delinquent water accounts in the amount of +/- \$5.00 may, at the discretion of the Tax Collector be canceled prior to the tax sale.
6. Final water reads shall be given a charge of \$20.00 per read.
7. Date of checks and postmark dates are not recognized as date paid. The date paid is the date payments are actually **received** and posted in the office.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION AUTHORIZING THE BOROUGH OF ELMER TAX ASSESSOR TO FILE TAX
APPEALS WITH THE SALEM COUNTY BOARD OF TAXATION AS NECESSARY**

Number 8-21

WHEREAS, statutory provision is made for review and correction of errors prior to certification of an assessment list; and

WHEREAS, provision is also allowed for the discovery and correction of errors after establishment of the tax rate; and

WHEREAS, changes in property ownership at times necessitates adjustments in the veteran's and/or senior

citizen's deduction allowed on the assessment list; and

WHEREAS, responsibility for the maintenance and correction of the assessment list rests with the Borough Tax Assessor subject to laws and regulations; and

WHEREAS, the Mayor and Borough Council, again for the aforementioned reasons, hereby authorize and direct the Borough Solicitor or special tax counsel to the Borough, as the case may be, to authorize the filing of Counterclaims seeking an increase in the assessment in the event true value is determined to be higher than anticipated.

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

1. The Mayor and Borough Council, for the aforementioned reasons, hereby authorize the Borough Tax Assessor to file such appeals as may be necessary with the Salem County Board of Taxation to maintain the accuracy and equality in the assessment list of the Borough of Elmer, subject to the advice of the Borough Solicitor and the prior approval of the Mayor and Borough Council.
2. The Mayor and Borough Council, for the aforementioned reasons, hereby authorize the Borough Tax Assessor to execute Stipulations of Settlement on behalf of the Borough of Elmer, subject to the advice of the Borough Solicitor and the prior approval of the Mayor and Borough Council.
3. The Borough Council, for the aforementioned reasons, hereby authorizes and directs the Borough Solicitor or special tax counsel to prepare and file the appropriate Counterclaims seeking an increase in the assessment to correspond with the true value to be established by the Court or the Board of Taxation, whichever the case may be.
4. The Mayor and Borough Council hereby direct the Borough Clerk to forward a certified copy of this Resolution to the Salem County Board of Taxation and to the Borough Assessor.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION ESTABLISHING 2021 HALLOWEEN HOURS AND CURFEW**

Number 9-21

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Elmer, Salem County, New Jersey, that Trick or Treating will be Saturday, October 30, 2021 between 5:00 p.m. and 8:00 p.m.

BE IT FURTHER RESOLVED that the curfew for Friday, October 29, 2021 and Saturday, October 30, 2021 will be enforced with all persons under the age of 17 being off the streets by 8:00 p.m. unless accompanied by a parent or guardian.

**BOROUGH OF ELMER, COUNTY OF SALEM
RESOLUTION ADOPTING THE 2021 TEMPORARY BUDGET**

Number 10-21

WHEREAS, **N.J.S.** 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2021 budget, 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 of the beginning of the fiscal year, the beginning of the fiscal year being January 1, 2021; and

WHEREAS, the total appropriations in the 2020 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum of

Current Fund:	\$ 1,071,900.00
Water Utility Fund:	\$ 266,017.13

and

WHEREAS, 26.25 percent of the total appropriations in the 2020 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2020 budget, is the sum of

Current Fund:	\$ 281,373.75
Water Utility Fund:	\$ 69,829.50

and

WHEREAS, **N.J.S.** 40A:4-19 provides authority for appropriating in a temporary resolution the permanent debt service requirements providing such resolution is not made earlier than December 20 of the year preceding the beginning of the fiscal year;

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 her records:

2021 TEMPORARY BUDGET

CURRENT FUND

GENERAL GOVERNMENT	SALARIES AND WAGES	OTHER EXPENSES	TOTAL
Mayor and Council	\$ 5,600.00	\$ 2,000.00	\$ 7,600.00
Municipal Clerk	4,500.00	3,500.00	8,000.00
Financial Administration	5,000.00	3,200.00	8,200.00
Audit Services		3,000.00	3,000.00
Revenue Administration (Taxes)	3,200.00	5,000.00	8,200.00
Assessment of Taxes	2,600.00	1,500.00	4,100.00
Legal Services		5,500.00	5,500.00
Engineering Services and Costs		3,000.00	3,000.00
Veterans Memorial		3,000.00	3,000.00
Technology		2,623.00	2,623.00
Buildings and Grounds	2,200.00	7,000.00	9,200.00

	SALARIES AND WAGES	OTHER EXPENSES	TOTAL
LAND USE ADMINISTRATION			
Land Use Board	\$ 2,000.00	\$ 900.00	\$ 2,900.00
HOUSING INSPECTION			
Housing Officer	3,300.00	1,000.00	4,300.00
INSURANCE			
Liability Insurance		21,800.00	21,800.00
Workers' Compensation		17,800.00	17,800.00
Unemployment and Disability		600.00	600.00
PUBLIC SAFETY			
Police Department	46,000.00	9,000.00	55,000.00
Office of Emergency Management	800.00	500.00	1,300.00
Fire Department		9,500.00	9,500.00
Fire Code Inspector	2,000.00	600.00	2,600.00
First Aid Organization		4,200.00	4,200.00
MUNICIPAL COURT			
Municipal Court		11,000.00	11,000.00
PUBLIC WORKS			
Streets and Road Maintenance		5,000.00	5,000.00
Garbage and Trash Removal		30,000.00	30,000.00
Recycling		10,000.00	10,000.00
Recycling Tax		600.00	600.00
HEALTH AND HUMAN SERVICES			
Board of Health	2,400.00	1,300.00	3,700.00
Animal Control Services	250.00	1,700.00	1,950.00
PARK AND RECREATION			
Parks and Playgrounds		3,500.00	3,500.00
OTHER COMMON OPERATING FUNCTIONS			
Celebration of Public Events		1,000.00	1,000.00
Aid to Public Library		1,000.00	1,000.00

	<u>SALARIES AND WAGES</u>	<u>OTHER EXPENSES</u>	<u>TOTAL</u>
<u>UTILITY EXPENSES AND BULK PURCHASING</u>			
Natural Gas	\$	\$ 4,600.00	\$ 4,600.00
Electricity		7,500.00	7,500.00
Telephone		3,500.00	3,500.00
Street Lighting		6,500.00	6,500.00
Gasoline		2,500.00	2,500.00
<u>DEFERRED CHARGES AND STATUTORY EXPENDITURES</u>			
DCRP		600.00	600.00
Social Security System		6,000.00	6,000.00
GRAND TOTAL - CURRENT FUND			<u><u>\$ 281,373.00</u></u>

WATER UTILITY FUND

OPERATING

Salaries and Wages	\$ 12,000.00
Other Expenses	39,000.00
Liability Insurance	8,000.00
Contribution to Social Security System	1,000.00
Unemployment Compensation Insurance	150.00
Capital Outlay	<u>9,679.00</u>
	69,829.00

DEBT SERVICE

Payment of Bond Principal	2,457.62
Interest on Bonds	<u>1,963.00</u>

GRAND TOTAL - WATER UTILITY FUND

\$ 74,249.62

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION APPOINTING A BOROUGH SOLICITOR FOR THE YEAR 2021**

Number 11-21

WHEREAS, N.J.S.A. 40A:9-139 provides that the Governing Body of every local unit shall appoint a Borough Solicitor and

WHEREAS, the Borough of Elmer has procured the Borough Solicitor as a FAIR AND OPEN contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the Clerk has determined and certified in writing that the value of the contract may exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year and may be extended as approved by the Governing Body; and

WHEREAS, Brian J. Duffield, an Attorney at Law, has submitted a proposal dated November 17, 2020 and publicly opened on December 2, 2020 indicating that he will provide the services of Borough Solicitor for a fee of \$185.00 per hour; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services", must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Elmer, County of Salem, State of New Jersey that:

1. The Borough Council authorizes the Mayor to enter into a contract with Brian J. Duffield, an Attorney at Law, as described herein; and,
2. That a certified copy of this Resolution be forwarded to the Director of the Division of Local Government Services of the State of New Jersey;
3. That notice of this Resolution be published in the Elmer Times, as required by law, within ten (10) days of its passage.
4. That the attached certification showing availability of funds and specifying the exact line item appropriations which shall be charged is incorporated herein and attached hereto as though set forth herein in verbatim.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION APPOINTING AN AUDITOR FOR THE YEAR 2021**

Number 12-21

WHEREAS, N.J.S.A. 40A:5-4 provides that the Governing Body of every local unit shall cause an annual audit of its books, accounts and financial transactions to be made after the close of the fiscal year and for that purpose shall employ a Registered Municipal Accountant of the State of New Jersey; and

WHEREAS, the Borough of Elmer has procured the audit as a FAIR AND OPEN contract pursuant to the provisions of N.J.S.A. 19:44A-20.3; and

WHEREAS, the Clerk has determined and certified in writing that the value of the contract will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year and may be extended as approved by the Governing Body; and

WHEREAS, Nightlinger, Colavita & Volpa, 991 S. Black Horse Pike, PO Box 700, Williamstown, NJ 08094 has submitted a proposal dated November 30, 2020 and publicly opened on December 2, 2020 indicating they will provide the audit for a fee of \$21,535.00 and other services per proposal; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services" must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Elmer, County of Salem, State of New Jersey that:

1. The Borough Council authorizes the Mayor to enter into a contract with Nightlinger, Colavita & Volpa as described herein; and,
2. That a certified copy of this Resolution be forwarded to the Director of the Division of Local Government Services of the State of New Jersey.
3. That notice of this Resolution be published in the Elmer Times, as required by law, within ten (10) days of its passage.

4. That the attached certification showing availability of funds and specifying the exact line item appropriations which shall be charged is incorporated herein and attached hereto as though set forth herein in verbatim.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION APPOINTING AN ENGINEER FOR 2021**

Number 13-21

WHEREAS, N.J.S.A. 40A:11-15 provides that the Governing Body of every local unit the need for certain engineering services; and

WHEREAS, the Borough of Elmer has procured the engineering as a FAIR AND OPEN contract pursuant to the provisions of N.J.S.A. 19:44A-20.3 (or 20.5 as appropriate); and

WHEREAS, the Clerk has determined and certified in writing that the value of the contract may exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year and may be extended as approved by the Governing Body; and

WHEREAS, Norman K. Rodgers, Consulting Engineer Services, 645 Berlin-Cross Keys Road, Suite 1, Sicklerville, NJ 08081 has submitted a proposal dated December 2, 2020 indicating he will provide the engineering per hourly rates as established in contract; and

WHEREAS, Consulting Engineer Services has completed and submitted a Business Entity Disclosure Certification which certifies that Consulting Engineer Services has not made any reportable contributions to a political or candidate committee in the Borough of Elmer in the previous one year, and that the contract will prohibit Consulting Engineer Services from making any reportable contributions through the term of the contract; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq) requires that the Resolution authorizing the award of contracts for "Professional Services", must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Elmer, County of Salem, State of New Jersey that:

1. The Borough Council authorizes the Mayor to enter into a contract with Consulting Engineer Services as described herein; and,
2. That a certified copy of this Resolution be forwarded to the Director of the Division of Local Government Services of the State of New Jersey.
3. That notice of this Resolution be published in the Elmer Times, as required by law, within ten (10) days of its passage.
4. That the attached certification showing availability of funds and specifying the exact line item appropriations which shall be charged is incorporated herein and attached hereto as though set forth herein in verbatim.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION APPOINTING BOND COUNSEL FOR THE YEAR 2021**

Number 14-21

WHEREAS, the Borough of Elmer has a need to appoint Bond Counsel in 2021; and

WHEREAS, funds are available for these purposes; and

WHEREAS, the Borough of Elmer has procured Bond Counsel as a FAIR AND OPEN contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, John M. Cantalupo, Esquire of Archer & Greiner, P.C. will provide Bond Counsel services as sought by the Borough of Elmer per the proposal dated December 2, 2020 on file in the Borough Clerk's Office for a sum not to exceed \$17,000.00; and

WHEREAS, this contract is contingent upon the funds being available certified by the Borough's Chief Financial Officer; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services", must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Elmer, County of Salem and State of New Jersey that the Mayor and Municipal Clerk are hereby authorized to enter into a contract with Archer & Greiner, P.C. for the purposes and as described herein; and

BE IT FURTHER RESOLVED that a notice of this action shall be published once in the Borough's official newspaper within ten (10) days of the date of adoption; and

BE IT FURTHER RESOLVED that Borough Council authorizes and directs the Mayor, Municipal Clerk and/or Solicitor to execute the Contract described in this Resolution and any and all necessary documents in order to implement the intent of this Resolution,

ADOPTED at a regular meeting of the Mayor and Council of the Borough of Elmer, County of Salem, State of New Jersey held on January 6, 2021.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION APPOINTING BANKRUPTCY COUNSEL FOR THE YEAR 2021**

Number 15-21

WHEREAS, the Borough of Elmer has a need to appoint Bankruptcy Counsel in 2021; and

WHEREAS, funds are available for these purposes; and

WHEREAS, the Borough of Elmer has procured Bankruptcy Counsel as a FAIR AND OPEN contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, Brett Wiltsey, Esquire of Dilworth Paxson will provide Bankruptcy Counsel services as sought by the Borough of Elmer per the proposal dated December 1, 2020 on file in the Borough Clerk's Office for a rate of \$200 per hour not to exceed \$17,000.00; and

WHEREAS, this contract is contingent upon the funds being available certified by the Borough's Chief Financial Officer; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services", must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Elmer, County of Salem and State of New Jersey that the Mayor and Municipal Clerk are hereby authorized to enter into a contract with Dilworth Paxson for the purposes and as described herein; and

BE IT FURTHER RESOLVED that a notice of this action shall be published once in the Borough's official newspaper within ten (10) days of the date of adoption; and

BE IT FURTHER RESOLVED that Borough Council authorizes and directs the Mayor, Municipal Clerk and/or Solicitor to execute the Contract described in this Resolution and any and all necessary documents in order to implement the intent of this Resolution,

ADOPTED at a regular meeting of the Mayor and Council of the Borough of Elmer, County of Salem, State of New Jersey held on January 6, 2021.

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION CONFIRMING THE OFFICERS OF THE ELMER FIRE DEPARTMENT
Number 16-21**

BE IT RESOLVED that this governing body does hereby confirm the following Officers of the Elmer Fire Department for the year 2021:

President	Evan Crim
Vice President	Aaron Younger
Recording Secretary	Jay L. DuBois
Treasurer	Michael L. Fisher
Chief	Jack D. Justice, Jr
First Asst. Chief	Andrew B. Williams
Second Asst. Chief	Michael Coles
Captain 1	Nathan Crim
Captain 2	Theodore Melancon

**BOROUGH OF ELMER, SALEM COUNTY, NEW JERSEY
RESOLUTION CONFIRMING 2021 COMMITTEES OF COUNCIL
Number 17-21**

BE IT RESOLVED that this governing body does hereby confirm the following Committees of the Borough of Elmer for the year 2021:

FINANCE, CELEBRATION OF PUBLIC EVENTS	Schalick* Schneider Foster
STREETS, SIDEWALKS	Foster* Schalick Schneider
PUBLIC SAFETY	Schneider* Zee Foster
BOROUGH HALL, PUBLIC PROPERTY	Davis* Schalick Nolan
WATER, STREET LIGHTS, INFORMATION TECHNOLOGY	Zee* Davis

Nolan

TRASH, PARKS, PLAYGROUNDS

Nolan*
Davis
Zee

*Chairperson

Motion Zee seconded by Foster to approve Resolutions 1-21 through 17-21.

Roll Call: Ayes: Schneider, Davis, Foster, Nolan, Schalick, Zee; Nays: None. Motion carried.

Public Session: Motion Davis second Nolan to open to the public; all were in favor and motion carried. Norman Rodgers, President of Consulting Engineer Services, and Mike Brown, Borough Engineer, thanked Council for their reappointment for engineer and water operations.

Motion Zee second Nolan to close the public session; all were in favor and motion carried.

Mayor Stemberger commented that he did not have a formal address but thanked everyone for their support during a tough past year and congratulated newly elected Council members.

Adjournment: At 6:47 pm, there being no further business, motion Davis and second Zee to adjourn the meeting; all were in favor and motion carried.

January 6, 2021

Sarah D. Walker, Borough Clerk

Approved: February 10, 2021