

**WESTAMPTON TOWNSHIP**  
**REORGANIZATION MEETING MINUTES**

**JANUARY 2, 2024 6:30 P.M.**

The meeting was called to order at 6:30 PM by Township Clerk Wendy Gibson. Requirements of the Sunshine Law were read. This meeting was advertised in the Burlington County Times January 6, 2023 and electronic notice was given pursuant to N.J.A.C. 5:39-1.5. The flag salute was led by Ms. Vernita Jones of American Legion Post 509 and a moment of silence was given to the four members who had passed away most recently.

**Elected officials sworn in:**

Committeewoman – Elect Jaime Mungo was sworn in for a three-year term by the Honorable Linda Hynes.

Committeeman – Elect Sandy Henley was sworn in for a three-year term by Senator Troy Singleton.

**Roll Call:**

Committeewoman Nancy Burkley	Present
Committeeman Odise Carr	Present
Committeeman Sandy Henley	Present
Committeewoman Jaime Mungo	Present
Committeewoman Genel Cook-Wright	Present

**Nomination of Mayor-** Ms. Gibson asked for nominations for Mayor. Ms. Mungo nominated Mr. Henley; seconded by Mr. Carr. Ms. Burkley requested to nominate Mr. Carr, and there was no second.

Motion carried 4-0.

Ayes: Burkley, Carr, Mungo, Wright

Naye: none

Abstain: none

Mr. Henley was sworn in as Mayor for a one-year term by Senator Troy Singleton.

Mayor Henley continued the meeting.

**Nomination of Deputy Mayor-** Mayor Henley asked for nominations for Deputy Mayor. Ms. Wright nominated Ms. Mungo; seconded by Ms. Burkley.

Motion carried 4-0.

Ayes: Burkley, Carr, Wright, Mayor Henley

Naye: none

Abstain: none

Ms. Mungo was sworn in for a one-year term by the Honorable Linda Hynes.

Senator Troy Singleton thanked the Committee for the opportunity to be in Westampton. He stated that it was a pleasure to be in the presence of the Honorable Linda Hynes.

**1-24 Resolution Appointing Professionals for the Year 2024-** Ms. Mungo made a motion to appoint, Solicitor – Malamut & Associates, Engineer – Alaimo Group, Auditor – Bowman & Company, LLC, Planner – CME Associates, Prosecutor – Stacey L. Schlosser, LLC, Public Defender – Rosenberg, Perry & Associates, Bond Counsel – Malamut & Associates, Tax Special Counsel – Kathleen Gaskill, Labor Counsel – Brown & Connery, Conflict Engineer – Environmental Resolutions, Financial Advisor – NW Financial, Administrative Agent – CME Associates, Risk Management Consultant – Hardenbergh Insurance Group, Animal Control – New Jersey Animal Control and IT Specialist – Fitzco.

Ms. Burkley requested to remove the positions of Township Solicitor, Township Engineer, and Township Labor Attorney. Ms. Mungo seconded the motion to remove and separate the vote.

Motion failed 2-3.

Ayes: Burkley, Mungo

Naye: Carr, Mayor Henley, Wright

Abstain: none

The Committee moved to vote on the Resolution in its entirety. Motion carried 4-1-0.

Ayes: Carr, Mungo, Mayor Henley, Wright

Naye: Burkley

Abstain: none

**2-24 Resolution Appointing a Township Committee Member to the Land Development Board (Class III Member) for the Year 2024-** Ms. Mungo made a motion to appoint Odise Carr; the motion was seconded by Mayor Henley.

Motion carried 5-0.

Ayes: Burkley, Carr, Mungo, Mayor Henley, Wright

Naye: none

Abstain: none

**3-24 Resolution Appointing a Township Committee Member to the Historic Commission for the Year 2024-** Ms. Mungo made a motion to appoint Nancy Burkley; the motion was seconded by Ms. Wright.

Motion carried 5-0.

Ayes: Burkley, Carr, Mungo, Mayor Henley, Wright

Naye: none

Abstain: none

**4-24 Resolution Appointing one (1) members to the Recreation Commission an unexpired three-year term to expire in 2025-** Ms. Burkley made a motion to appoint Thomas Bridges; the motion was seconded by Ms. Wright.

Motion carried 5-0.

Ayes: Burkley, Carr, Mungo, Mayor Henley, Wright

Naye: none

Abstain: none

**5-24 Resolution Appointing a Township Committee Member to the Timbuctoo Advisory Committee for the Year 2024-** Mr. Carr made a motion to appoint Sandy Henley; the motion was seconded by Ms. Burkley.

Motion carried 5-0.

Ayes: Burkley, Carr, Mungo, Mayor Henley, Wright

Naye: none

Abstain: none

**6-24 Resolution Appointing two (2) members to the Timbuctoo Advisory Committee (Class C) each for a three-year term-** Ms. Wright made a motion to appoint Jennifer Rayford and Sheldon Short; the motion was seconded by Mr. Carr.

Ms. Burkley asked about the residential requirement of the Ordinance to fill vacancies on the board. Mayor Henley stated that no residents applied.

Motion carried 5-0.

Ayes: Burkley, Carr, Mungo, Mayor Henley, Wright

Naye: none

Abstain: none

**7-24 Resolution Establishing a Schedule of Regular Meeting Dates of the Township Committee for the Year 2024-** Ms. Wright made a motion to approve the 2024 regular meeting dates of the township committee. Ms. Burkley stated that the June meeting was on the same date as the Primary Election. A motion to amend the Calendar of meetings was made by Ms. Wright; the motion was seconded by Mr. Carr.

Motion carried 5-0.

Ayes: Burkley, Carr, Mungo, Mayor Henley, Wright

Naye: none

Abstain: none

**CONSENT AGENDA RESOLUTIONS CONSENT AGENDA - RESOLUTIONS NOTE:**

Consent Agenda items are considered to be routine and will be enacted with a single motion; any items requiring expenditure are supported by a Certification of Availability of funds; any items requiring discussion will be removed from the Consent Agenda. Ms. Wright made a motion to approve resolutions 8-23-23-23; the motion was seconded by Ms. Mungo. All voted yes.

**8-24 Resolution Adopting a Cash Management Plan**

**9-24 Resolution Designating Depositories**

**10-24 Resolution Designating the Interest Rates on Delinquent Taxes**

**11-24** Resolution Authorizing the Tax Assessor to File Appeals with the Burlington County Board of Taxation  
**12-24** Resolution Authorizing the Tax Assessor to Handle Rollback Assessment Matters on Behalf of the Township of Westampton  
**13-24** Resolution Approving the 2024 Temporary Budget  
**14-24** Resolution Reapproving Petty Cash Fund  
**15-24** Resolution Designating the Mayor or Administrator as Signatory for Purposes of Executing Documents on Behalf of the Township of Westampton  
**16-24** Resolution Appointing Wendy Gibson as the Public Agency Compliance Officer (PACO)  
**17-24** Resolution Appointing Raymond Holshue as Zoning Officer for the year 2023  
**18-24** Resolution Designating Official Newspaper  
**19-24** Resolution Adopting “Robert’s Rules of Order” for the Conduct of Public Meetings  
**20-24** Resolution Appointing OEM Coordinator  
**21-24** Resolution Appointing Deputy OEM Coordinator  
**22-24** Resolution Authorizing Cancellation of Property Tax Overpayments or Delinquencies of Less Than Ten Dollars  
**23-24** Payment of Vouchers – this resolution approves the payment of bills through 01/02/2024  
**24-24** Resolution Appointing Recreation Director

Ms. Burkley requested to remove Resolution numbers 13-24 and 16-24.

Mr. Carr made a motion to approve Consent Agenda items 8-24 through 12-24 and 14-24 through 15-24 and 17-24 through 24-24; seconded by Ms. Mungo.

Motion carried 5-0.

Ayes: Burkley, Carr, Mungo, Mayor Henley, Wright

Naye: none

Abstain: none

Motion to approve Consent Agenda items 13-24 and 16-24 made by Mr. Carr; seconded by Ms. Mungo.

Ms. Burkley asked if there was a temporary budget to be examined prior to voting. Ms. Gibson stated that it was in the packet prior to the meeting, but upon checking noted that it was not there and apologized. Ms. Gibson stated that the temporary budget is 26.25% of the operating budget that allows the municipality to legally operate until they pass the annual municipal budget.

Mayor Henley stated that it is not a detailed budget. Ms. Burkley stated that she understood that the temporary budget it provided to them prior to the meeting to examine for voting. Mr. Carr confirmed that the temporary budget allows the municipality to perform operations and pay salaries.

Motion carried 4-0.

Ayes: Carr, Mungo, Mayor Henley, Wright

Naye: Burkley

Abstain: none

### **Mayoral Appointments: Land Development Board and Historic Preservation-**

- a. Land Development Board Class IV Member (3) for a four-year term- Frak Jones & Bob Thorpe
- b. Land Development Board Class IV Member, Alternate #1 (1) for a two-year term- Jay Singh
- c. Historic Commission Class A Member (1) for a four-year term- Brian Janson

### **Mayoral Assignments for Committee Liaison Persons for year 2024-**

<u>Department/Committee</u>	<u>Committee Member</u>
Police	Sandy Henley
Public Works	Odise Carr
Recreation	Genel Cook-Wright
Municipal Court	Sandy Henley
Westampton School Board	Jaime Mungo
RV Regional High School Board	Nancy Burkley
Emergency Services	Sandy Henley
Veteran's Affairs	Odise Carr
Senior Citizens	Nancy Burkley

### **Acknowledgement of Automatic Appointments-**

Mayor is a member of the Land Development Board

### **Open Meeting for Public Comment-**

Ms. Vernita Jones, American Legion Post 509, thanked Mayor Henley for assisting with the Veteran's Day breakfast. She stated that the Township always comes through for them. She read a letter of thanks from the Post and Commander Michelle Miller. She also thanked Committeeman Odise Carr for the donation. She provided a letter of charitable donation for Mr. Carr. She commented that five members had passed away in the last thirty days, who were long term members, and then thanked the Committee for the moment of silence.

Ms. Jones provided an update on the building stating that they were in the process of getting an environmental study completed for the grant program. She thanked Ms. Burkley for assisting with another grant from Home Depot for other needs for the building. They were approved, but they don't yet know the amount of approved funds.

She then congratulated Mayor Henley and Deputy Mayor Jaime Mungo on their reelections.

All in favor to close public comment.

### **Dates to Remember:**

Next Scheduled Meeting January 16, 2024 @ 7:00PM.

### **Township Committee Comments-**

Committeewoman Mungo wished everyone a happy and healthy new year. She thanked the Honorable Ms. Hynes for attending and swearing her in for her next three-year term. She is very excited to serve the community of Westampton again for the next three years.

She also mentioned the Christmas decorating contest, stating that she and her family drove around to look at all the resident's homes who participated. She thanked everyone for participating and stated she hopes to have more activities for the community moving forward.

Committeewoman Wright stated it was a pleasure to see the Honorable Ms. Hynes and thanked her for coming out. She thanked Senator Singleton for attending. She congratulated Mayor Sandy Henley and Deputy Mayor Jaime Mungo. She also thanked the residents for coming out.

Committeewoman Burkley thanked everyone for coming out. She stated that there wasn't anything that they had to decide and was happy with the turnout.

She provided condolences to the American Legion Post 509, noting how heart wrenching it was to lose their members.

She stated that there was nothing to report on the schools, as they were away on winter break. She stated that she attended the Early Childhood meeting, and that the goal is to have 90% of preschool attendance be free.

She showed her appreciation to the Honorable Linda Hynes.

She commented on the recent approval of the Township Handbook, stating that the cell phone policy was a hindrance to performance of certain employees' job duties. She suggested that employees receive cell phones. She also stated that another new policy was for drug testing for marijuana. She stated that employees should not be performing job duties if they are physically unable. She stated that the new policies indicate that if they don't follow the policies they could be disciplined or terminated.

Committeeman Carr thanked everyone for coming to the meeting. He thanked the Honorable Linda Hynes. He congratulated Mayor Sandy Henley and Deputy Mayor Jaime Mungo. He stated it was an honor and a privilege to serve.

Mayor Henley thanked Senator Troy Singleton for being committed to the Township. He stated Senator Singleton does not oversee our area but is committed to caring for Westampton. He also appreciated the Honorable Linda Hynes. He thanked James Grace, who is a Westampton resident, for filling in for the Township Solicitor Robert Wright. He thanked the residents who came out, the professionals, the Police Department, Administrator and Assistant Administrator as well as the others on the Committee for attending and supporting the Township.

Motion to adjourn was made by Ms. Mungo; seconded by Mr. Carr. All in favor.

Meeting adjourned at 7:05PM.

Respectfully submitted,

Wendy Gibson, Township Clerk