

Township of West Milford, New Jersey
Governing Body
ORGANIZATION MEETING AGENDA

January 6, 2020
6:30 P.M.

MEETING

Please note that in accordance with Chapter 231, Public Laws of 1975 of New Jersey, adequate advance notice of this Reorganization meeting was advertised in the Herald News in its issue of November 11, 2019 and January 5, 2020; copies were provided to the Suburban Trends, the Record and Star Ledger and posted continuously on the bulletin board in the main corridor of the Town Hall and on file in the Office of the Township Clerk.

Please also make note of all fire and emergency exits - located to the left, right, front and rear of this room - for use in case of an emergency. Thank you.

I. PLEDGE OF ALLEGIANCE

II. ADMINISTRATION OF OATH

- Mayor Michele Dale (January 1, 2020 – December 31, 2023)
- Councilman Kevin Goodsir (January 1, 2020 – December 31, 2022)
- Councilman Warren Gross (January 1, 2020 – December 31, 2022)

- Swearing in of Fire Company Officers

III. ROLL CALL

IV. ELECTION OF COUNCIL PRESIDENT

The Council shall nominate and elect a Council President.

V. RESOLUTIONS

- 1) **2020-001** - Authorizing Passage of Special Consent Agenda for Resolutions 2020-002 thru 2020-022

- 2) **2020-002** - Resolution establishing protocols for nominations

- 3) Resolutions Re-establishing Committees and Making Staff Appointments
 - a) **2020-003** – Re-establishment of Autumn Lights Committee
 - b) **2020-004** – Re-establishment of Beautification/Recycling Task Force Committee
 - c) **2020-005** – Re-establishment of Fire Board of Review
 - d) **2020-006** – Re-establishment of the Heritage Committee
 - e) **2020-007** – Re-establishment of Municipal Alliance Committee (CASA)

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- f) **2020-008** – Re-establishment of Safety Committee
 - g) **2020-009** – Re-establishment of Shade Tree Advisory Committee
 - h) **2020-010** – Re-establishment of Stormwater Pollution Prevention Team
 - i) **2020-011** – Re-establishment of Emergency Management Council
- 4) Resolutions Pertaining to Policies and Financial-related Issues
- a) **2020-012** – Annual Meeting Notice
 - b) **2020-013** – Signatures on Township Accounts
 - c) **2020-014** – Designating Official Newspapers for the Township of West Milford
 - d) **2020-015** – Establishing a Cash Management Plan
 - e) **2020-016** – Provide for the Hours of Collection of Taxes
 - f) **2020-017** – Rate of Interest to be Charged on Unpaid Taxes & Improvement Assessments
 - g) **2020-018** – Authorizing Certain Statutory Payments of Claims & Other Claims Regular in Nature
 - h) **2020-019** – Authorizing the CFO to Maintain a Petty Cash and Various Change Funds
 - i) **2020-020** – Release of Executive Session Minutes
 - j) **2020-021** – Best Practices Surplus Policy
 - k) **2020-022** – Affirm Civil Rights Policy

VI. APPOINTMENTS

- 1) Municipal Officials – As Required By Code – Mayor with Advice & Consent of Council
 - a) **2020-023** – Township Administrator
 - b) **2020-024** – Director of Finance
 - c) **2020-025** – Director of Health
 - d) **2020-026** – Director of Land Use/Building
 - e) **2020-027** – Director of Public Safety
 - f) **2020-028** – Fire Marshall
 - g) **2020-029** – Deputy Fire Commissioner
 - h) **2020-030** – Director of Public Works
 - i) **2020-031** – Director of Community Services & Recreation
 - j) **2020-032** – Acting Township Clerk
- 2) Professionals – As Required By Code – Mayor with Advice & Consent of Council
 - a) **2020-033** – Interim Township Administrator
 - b) **2020-034** – Township Attorney
 - c) **2020-035** – Municipal Auditor
 - d) **2020-036** – Township Engineer
 - e) **2020-037** – Municipal Housing Liaison
 - f) **2020-038** – Municipal Judge
 - g) **2020-039** – Municipal Prosecutor
 - h) **2020-040** – Public Defender

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3) Boards, Committees and Commissions

The **Council may make nominations from the floor for various boards, committees, and commissions*

*Americans with Disabilities Act Committee – Council Liaison
Americans with Disabilities Act Committee – Citizen Member
Autumn Lights Committee – Council Liaison
Autumn Lights Committee – Citizen Members
Beautification & Recycling Committee – Council Liaison
Beautification & Recycling Committee – Citizen Members
Building Standards Board – Council Liaison
Community Services & Recreation Committee – Council Liaison
Community Services & Recreation Committee - Citizen Members
Economic Development Commission – Council Liaison
Economic Development Commission – Local Business Representative,
Citizen Members 3 & 4, Alternate 1
Fire Department Board of Review – Council Liaison
Fire Chiefs Association– Council Liaison
Greenwood Lake Bi-State Commission - Commissioners
Health Board – Citizen Members 1, 2 & 5
Heritage Committee – Council Liaison
Heritage Committee – Citizen Members
Insurance Committee – Council Liaison
Insurance Committee – Citizen Members
Lakes Committee – Council Liaison
Municipal Alliance Committee (CASA) - Council Liaison
Municipal Alliance Committee (CASA)
4 – Citizen Members
1 – Business Representative
1 – Civic/Volunteer Organization Representative
1 – Health Care Professional
1 – Media Representative
1 – Member of an Organization Involved in Reducing Substance Abuse
1 – Religious/Fraternal Organization Member
1 – Senior Citizen Member
Planning Board – Class III – Council Liaison
Planning Board – Class IV Alternate 1
Senior Citizen Advisory Committee – Council Liaison
Senior Citizen Advisory Committee – Citizen Members
Wanaque Valley Regional Sewerage Authority – Citizen 2
WM77 TV Commission – Council Liaisons
WM77 TV Commission – Citizen Members 5, 6 & 7
Zoning Board of Adjustment – Citizen Member 1 & 2 & Alternate 1*

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4) Boards, Committees and Commissions

The **Mayor may announce appointments to various boards, committees and commissions*

Economic Development Commission – Citizen Members 1 & 2

Environmental Commission – Planning Board Member, Citizen Members 1 & 3, Alternate 1

Historic Preservation Commission – Class A, Class B, Class C Members

Library Board of Trustees – Citizen Member 4

Planning Board – Class II Township Official, Class IV Members & Environmental Commission Member

5) Miscellaneous Appointments

a) **2020-041** – Appoint HIF Commissioner

b) **2020-042** – Appoint JIF Commissioner & Safety Delegate

c) **2020-043** – Appoint NJSEM Commissioner

d) **2020-044** – Appoint Public Agency Compliance Officer

e) **2020-045** – Appoint Representative to Passaic County Solid Waste Advisory Council

VII. ACTION ITEMS

1) Resolutions Authorizing Professional Services Contracts

a) **2020-046** – Attorney

b) **2020-047** – Auditor

c) **2020-048** – Bond Counsel

d) **2020-049** – Labor Counsel

e) **2020-050** – Engineer and Engineer Open Space Matters

f) **2020-051** – Land Surveyor Review & Certify Updated Tax Maps

g) **2020-052** – COAH Compliance & Monitoring

h) **2020-053** – Township Planner

i) **2020-054** – Registered Environmental Health Specialist – Gilmartin

j) **2020-055** – Registered Environmental Health Specialist - Theese

k) **2020-056** – Septic Plan Review Professional Services Contract

l) **2020-057** – Registrar of Vital Statistics Professional Services

m) **2020-058** – Continuing Disclosure Agent Services

n) **2020-059** – The Canning Group

o) **2020-060** – Tax Appeals

2) Resolutions Authorizing Miscellaneous Contracts

a) **2020-061** – Caretaker Agreement

VIII. PUBLIC COMMENTS

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IX. MAYOR AND COUNCIL COMMENTS

- a. **Mayor**
- b. **Councilwoman Erik
Councilwoman Pegel
Councilwoman Lichtenberg
Councilman Goodsir
Councilman Gross
Councilwoman Gerst**
- c. **Administrator**
- d. **Attorney**

X. ADJOURNMENT