



DELAWARE TOWNSHIP

COMMITTEE REORGANIZATION AGENDA

JANUARY 2, 2020- 6:30 P.M.

(Items marked with an asterisk * require a motion)

1. Pledge to the Flag
2. Notice Requirements
3. Township Clerk opens the meeting to read the statement of election whereby Joseph Vocke were duly re-elected as member of the Delaware Township Committee for three-year term.
4. Attorney Joseph Tauriello will perform the Oath of Office to the Newly Elected members of the Delaware Township Committee: Joseph Vocke
5. Roll Call: Joseph Vocke, James Waltman, Daniel Kwasnik, Susan Lockwood, Charles Herman

***6. Nomination for Mayor for 2020**

BE IT RESOLVED that Charles Herman shall be named Mayor for the year 2020

***7. Nomination for Deputy Mayor for 2020**

BE IT RESOLVED that James Waltman shall be named Deputy Mayor for the Year 2020 and will assume all the duties of the Mayor in his absence, including signing of official documents and checks.

***8. Committee Assignments:**

Public Works Commissioner – Joseph Vocke
Public Works Commissioner – Daniel Kwasnik
Public Safety Commissioner – James Waltman
Deputy Public Safety Commissioner – Dan Kwasnik
Finance Commissioners – Susan Lockwood and James Waltman
Personnel Commissioners – Charles Herman and Susan Lockwood
Board of Education Liaison – Joseph Vocke
HCRHS Liaison - Charles Herman
Senior Citizen Liaison - all Committee members as available
Open Space Liaison – Susan Lockwood
Municipal Court Liaison - James Waltman
Insurance Commissioner - Diane McDaniel
Alternate Insurance Commissioner – Charles Herman
Pipeline Commissioner - Susan Lockwood
Contract Negotiators - Joseph Vocke and Daniel Kwasnik
Energy Aggregation Liaison – Susan Lockwood

***9. Adoption of Parliamentary Procedure - Robert's Rules**

***10. Authorization for Mayor, Deputy Mayor, Township Clerk, Treasurer, and Deputy Treasurer to Sign Checks, Official Documents, Statements, etc. for Delaware Township**

*11. Appointments and Oaths of Office for the Year 2020 (See attached listing)
Oath of Office given to Appointees Collectively by Mayor Charles Herman

*12. Employee Bonds and Insurance Risk Manager – Richland Knowles Agency

*13. Monthly Reports by all Departments Heads to the Township Committee

*14. Schedule of Certain Fees to be Adopted in 2020:

Percolation or Soil Log Test Fee	\$350.00 per day for the first lot \$250.00 per day for each additional lot
Land Use Ordinance	\$ OPRA Copy fee \$ applicable postage, if mailed
Master Plan	\$ OPRA Copy fee \$ applicable postage, if mailed
Dog Licenses	\$ 11.00 per dog –spayed/neutered \$ 14.00 per dog unsprayed \$ 30.00 Late Fee per dog as of 3/1/20
Cat Registration	\$ 10.00 per family (any number of cats) \$ 10.00 late fee per family as of 3/1/20

*15 Township Hall Office Hours:

Township Building Office Hours:

Township Hall Office Hours: Mon, Tues, Thurs -	8:30 a.m. to 3:00 p.m.
Wed.	8:30 a.m. to 7:00 p.m.
Friday	8:30 a.m. to 12:30 p.m.
Construction Code Official	Wednesday
Construction Office –	5:00 p.m. to 7:00 p.m.
	Monday
	9:00 a.m. to 3:00 p.m.
	Wednesday
	9:00 a.m. to 7:00 p.m.
	Friday
	9:00 a.m. to 12:30 p.m.
Zoning Officer -	Wednesdays
	4:45 p.m. to 6:45 p.m.
Board of Adjustment -	Wednesdays
	5:30 p.m. to 7:00 p.m.
Tax Assessor –	Wednesdays
	9:30 a.m. to 3:30 p.m. and 5:30 p.m. to 7:00 p.m.
Tax Collector -	Mon,Tues,Wed,Thur
	9:00 a.m. to 3:00 p.m.
Board of Health Secretary -	Mon,Tues,Wed,Thur
	9:00 a.m. to 3:00 p.m.
Open Space Coordinator –	Wednesdays
	10:00 a.m. to 1:00 p.m.
Road and Police Department –	Weekdays
	8:00 a.m. to 3:00 p.m. (or by appointment)
Animal Licensing Agent –	Weekdays
	8:00 a.m. to 3:00 p.m.
At Police Headquarters	609-483-2665

***16. CONSENT AGENDA – ONE MOTION, ONE SECOND, AND ONE VOTE FOR THE FOLLOWING THIRTEEN RESOLUTIONS:**

Resolution #2020-01 - Annual Notice Schedule

Resolution #2020-02 - Appointment of Accounting, Engineering, and Legal Professional Services awarded through the “Fair and Open” process with services estimated at more than \$17,500 annually

Resolution #2020-03 – Appointments for Additional Professional Services – Professional Services estimated at less than \$17,500 annually

Resolution #2020-04 - Cash Management Plan

Resolution #2020-05 - Authorizes Tax Assessor to File Petitions, Notices and other Documents regarding the Assessing of Roll-Back Taxes

Resolution #2020-06 - Fixes the Rate of Interest to be Charged on Delinquent Taxes of Assessments

Resolution #2020-07 – Authorizes Tax Collector to Cancel Refunds and/or Overpayments for Taxes and/or Municipal Charges less than \$10.00

Resolution #2020-08 – Appoints Insurance Commissioner and Alternate Insurance Commissioner

Resolution #2020-09 – Appoints 2020 Emergency Management Council

Resolution #2020-10- Authorizes Mayor of Delaware to preside over meeting and Deputy Mayor in absence of Mayor

Resolution #2020-11 – Appoints Public Agency Compliance Officer

Resolution #2020-12 – Authorizes the acceptance of on-line credit card, on-line debt card, and e-check payments for the collection of taxes

Resolution #2020-13 – Authorizes the re-appointment and granting Tenure to Danene Gooding, Tax Collector

*17.	Approval of Bill List – 3 Petty Cash –check	Roads	\$100.00
		Police	\$100.00
		Finance	\$250.00
		OEM	<u>\$200.00</u>
		Total Bill List	\$650.00

18. Comments of Township Committee Members

19. Meeting Opened to the Public

*20. Adjournment