

**TOWNSHIP OF WINFIELD
MINUTES OF THE REGULAR MEETING OF
THE TOWNSHIP COMMITTEE – AUGUST 16, 2021**

PUBLIC NOTICE: In accordance with the Open Public Meetings Act, NJSA 10:4-6 et. seq.; Mayor McManus read the public notice and indicated the fire exits.

PRAYER & PLEDGE OF ALLEGIANCE: Mayor Genz omitted prayer and the pledge of allegiance.

CALL TO ORDER: Mayor Genz called the meeting to order at 7:00pm.

ROLL CALL: Present: Mayor Genz, Comm Reilly, Comm. Koomer, Clerk Planas, Atty. DeAppolonio, WPD Stg Dyer, WVFD Chief Dustin

APPROVAL OF MINUTES: RMTC 07/19/21, Exec Sess 7/19/21 & 8/11/21

COMMUNICATIONS: Letter from Union County rpt. on % of residents with at least 1 dose of the vaccine.

DEPARTMENT REPORTS: Comm. Reilly moved the approval of department report for the Finance 7/22, WPD 7/22 & WVFD 7/21; Comm. Koomer seconded the motion. Roll call vote, unanimous, affirmative.

REQUISITIONS: Mayor Genz moved the listed requisitions; Comm. Reilly seconded the motion as follows:

LISTED REQUISITIONS FOR THE REGULAR MEETING OF
THE TOWNSHIP COMMITTEE, AUGUST 16, 2021

REQ #	DEPARTMENT	JUSTIFICATION	AMOUNT
8244	WPD	E2 PREVENTIVE MAINTENANCE	\$500.00
8245	WPD	NJSACOP CONFERENCE	\$524.00
8246	COURT	SPANISH INTERPRETER	\$150.00
8247	COURT	PUBLIC DEFENDER	\$250.00

TOTAL: \$1,424.00

REVISED 8/11/21

Roll call vote: Mayor Genz, Comm. Reilly, aye; Comm. Koomer, aye;

UNLISTED REQUISITIONS: None Presented

BILLS: Mayor Genz moved the listed bills; Comm. Reilly seconded the motion as follows:

**List of Bills - (100001) CASH - CHECKING
Current Fund**

Check#	Vendor	Description	Payment	Check Total
7401	710 - ANNA LOWREY	PO 14652 (000-331) ART & CRAFT SUPPLIES	106.50	106.50
7402	1003 - ASSOCIATED HUMANE SOCIETIES	PO 14654 ANIMAL CONTROL FOR JULY 2021	312.50	312.50
7403	99 - COUNTY OF UNION - MOTOR VEHICLES	PO 14643 JUNE FUEL	986.29	986.29
7404	99 - COUNTY OF UNION - MOTOR VEHICLES	PO 14655 JULY FUEL	1,156.56	1,156.56
7405	1034 - COVERALL NORTH AMERICA, INC.	PO 14647 AUGUST CLEANING SERVICE	325.00	325.00
7406	921 - CRANFORD PUBLIC LIBRARY	PO 14641 2021 LIBRARY SERVICES	180.00	180.00
7407	99 - ELIZABETHTOWN GAS CO	PO 14640 WPB 5933360171 NATURAL GAS SVC 6/9 - 7/1	33.70	33.70
7408	1035 - ERIC M. BERNSTEIN & ASSOCIATES, L.L.C.	PO 14653 PROSECUTOR - SERVICES RENDERED FOR JULY	300.00	300.00
7409	1053 - ESO SOLUTIONS, FH SOFTWARE	PO 14649 FH MODULAR SUPPORT CONTRACT RENEWAL: FIR	127.31	127.31
7410	624 - FEDERAL EXPRESS	PO 14648 SHIPPING FOR CARNIVAL RAFFLES AND BALANC	57.46	57.46
7411	1036 - MANAGED BUSINESS SOLUTIONS	PO 14650 CONFERENCE CALLS CONTRACT CHARGES FOR 7/	10.05	10.05
7412	1099 - MARCO TECHNOLOGIES	PO 14642 SHARP COPIER CONTRACT BASE RATE 7/9 - 10	81.00	81.00
7413	1062 - NORTHEASTERN FMC	PO 14659 2021 LANDSCAPING	416.00	416.00
7414	35 - BETTY CASH	PO 14655 KEY COPIES	5.52	5.52
7415	983 - PRINCETON HOSTED SOLUTIONS	PO 14659 AUGUST PHONE SERVICE	670.96	670.96
7416	72 - PSEGG	PO 14657 JULY ELECTRIC	2,424.28	2,424.28
7417	1036 - RAUL PINTO	PO 14616 SPANISH INTERPRETER MAY 11, 2021 COURT D	150.00	150.00
7418	992 - RENAUD & DEAPOLONIO LLC	PO 14656 2021 MUNICIPAL ATTORNEY FEES	4,000.00	4,000.00
7419	468 - SCOTT MITZNER	PO 14612 PUBLIC DEFENDER SERVICES - 7/13/21	250.00	250.00
7420	99 - SR.CITIZENS OF WINFIELD	PO 14660 (020-331) RECREATION, SOCIAL EVENTS/REFE	1,218.00	1,218.00
7421	166 - THE HOME NEWS & TRIBUNE	PO 14664 AUGUST NEWSPAPER SUBSCRIPTION	52.00	52.00
7422	841 - UNUM LIFE INS. CO OF AMERICA	PO 14639 AUGUST LONG TERM DISABILITY INS	427.62	427.62
7423	32 - VERIZON	PO 14644 ETOS 7/10 - 8/9	159.99	159.99
7424	452 - VERIZON WIRELESS	PO 14651 CELL PHONE AND AIR CARDS 7/16 - 8/15	418.64	418.64
7425	994 - WB MASON CO., INC	PO 14609 OFFICE SUPPLIES	147.92	147.92
7426	994 - WB MASON CO., INC	PO 14620 JUNE (2) SPRING WATER	61.10	61.10
7427	313 - WIELKOTZ & COMPANY, LLC	PO 14661 ACCOUNTING SERVICES RENDERED THE COMPLET	4,025.00	4,025.00
TOTAL				18,103.40

WIRE TRANSFERS

WIRE TRANSFER - SCHOOL TAXES FOR AUGUST	\$278,415.83
WIRE TRANSFER - PBA DUES FOR AUGUST	\$450.00
WIRE TRANSFER - OPEN SPACE TAXES 3RD QTR	\$623.98
WIRE TRANSFER - COUNTY PURPOSE TAXES 3 RD QTR	\$19,066.99
WIRE TRANSFER - GIORDANO JULY RECYCLING	\$1,692.30

WIRE TRANSFERS = \$300,249.10
 TOTAL PAID FORM CURRENT FUND = \$18,103.40
GRAND TOTAL = \$318,352.50

Roll call vote: Comm. Reilly, aye; Comm. Koomer, aye;

UNLISTED BILLS: Mayor Genz moved the Unlisted bills; Comm. Reilly seconded the motion as follows:

UNLISTED BILL FOR THE REGULAR MEETING OF
THE TOWNSHIP COMMITTEE, AUGUST 16, 2021

CHECK #	DEPARTMENT	JUSTIFICATION	AMOUNT
7428	E&G	SR.VAN MAINTENANCE	\$49.64
TOTAL			\$49.64

REVISED 8/16/21

Roll call vote: Mayor Genz, Comm. Reilly, aye; Comm. Koomer, aye;

COMMITTEE REPORTS: None Presented

UNFINISHED BUSINESS: None Presented

NEW BUSINESS: Mayor Genz moved the approval of Ordinance 451 Amended 1st Reading, Res. # 21-35 and Res. # 21-37, 21-39 through 21-41, Comm.,
 A letter from Laura Reinertsen resignation for the Registrar.

**TOWNSHIP OF WINFIELD - ORD. # 451 AMENDED
 COUNTY OF UNION, STATE OF NEW JERSEY
 AN ORDINANCE FIXING SALARIES OF CERTAIN OFFICIALS
 AND EMPLOYEES OF THE TOWNSHIP OF WINFIELD FOR 2021**

Be it ordained by the Township Committee of the Township of Winfield, County of Union:

WHEREAS, the Township Committee desires to change the Section 1 of Ordinance # 451

NOW, THEREFORE, by the Township Committee of the Township of Winfield, County of Union, State of New Jersey, as follows:

SECTION 1. Section 1 of Ordinance No. 451 is hereby amended as follows;

1. **Township Clerk – \$60,000.00 per annum, payable biweekly**
2. **Registrar - \$4,000.00, per annum, payable quarterly**

SECTION 1: The salaries of all officials and employees of the Township of Winfield, hereinafter designated are hereby established and fixed in the amounts indicated;

3. Township Committee - \$0.00
4. Township Clerk – \$60,967.00 per annum, payable biweekly
5. Registrar - \$1,000.00, per annum, payable quarterly
6. Clerical Services – Class “A” \$15.00 per hour / Class “B” \$12.50 per hour / Class “C” \$10.00, payable biweekly
7. Chief Financial Officer - \$15,000.00 – per annum, payable biweekly
8. Administrative/Bookkeeper - \$45,336.00 – per annum, payable biweekly
9. Tax Assessor - \$6,000.00 per annum, payable biweekly
10. Tax Collector - \$3,500.00 per annum, payable biweekly
11. Municipal Judge - \$10,675.00 per annum, payable biweekly
12. Court Administrator - \$15,750.00 per annum, payable biweekly
13. Deputy Court Administrator - \$23.35 per hr., payable biweekly
14. Municipal Prosecutor - \$3,250.00 per annum, payable quarterly
15. Emergency Management Coordinator - \$155.00 per annum, payable annually
16. Deputy Emergency Management Coordinator - \$55.00 per annum, payable annually
17. Fire Sub-Code Official - \$655.00 per annum, payable annually
18. Building Sub-Code Official – \$5,000.00 per annum, payable quarterly
19. Electrical Sub-Code Official – \$1,500.00 per annum, payable quarterly
20. Plumbing Sub-Code Official - \$40.00 per hour (estimated max \$900 per annum)
21. Police Personnel – Reference to Chief and PBA contract

SECTION 2: All ordinances or parts of ordinances inconsistent herewith are hereby repealed as to such inconsistent parts or provisions.

SECTION 3: This Ordinance shall take effect immediately following final passage and publications as required by law and shall be effective beginning as of January 1, 2020.

Introduced:

PUBLIC NOTICE

The foregoing ordinance was introduced and approved on first reading at the regular meeting of the Winfield Township Committee held on August 16, 2021 at 7:00 PM and will be considered for public hearing and final adoption at the regular meeting of the Township Committee to be held on September 7, 2021, at 7:00 PM in the Municipal Building, 12 Gulfstream Avenue, Winfield, NJ.

DATED: August 16, 2021

	MOTIONED	SECONDED	AYES	NAYS	ABSENT	ABSTAIN
MAYOR GARY J. GENZ			√			
COMM. ROBERT F. REILLY	√		√			
COMM. ADAM D. KOOMER			√			

I hereby certify that the above Ordinance was introduced by the Township Committee of the Township of Winfield at a meeting held on August 16, 2021

June Planas, Twp. Clerk

Adopted:

PUBLIC NOTICE

The foregoing ordinance was introduced and approved on first reading at a regular meeting of the Township Committee held August 16, 2021 at 7:00 PM and was approved for adoption on final reading at the regular meeting of the Township Committee held on September 7, 2021, at 7:00pm.

DATED: September 7, 2021, 2021

	MOTIONED	SECONDED	AYES	NAYS	ABSENT	ABSTAIN
MAYOR GARY J. GENZ						
COMM. ROBERT F. REILLY						
COMM. ADAM D. KOOMER						

I hereby certify that the above Ordinance was introduced by the Township Committee of the Township of Winfield at a meeting held on September 7, 2021

Melanie Slowik, Twp. Clerk

**TOWNSHIP OF WINFIELD RESOLUTION 21-37
COUNTY OF UNION, STATE OF NEW JERSEY
GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT**

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2012 has been filed by a Registered Municipal Accountant with the *Municipal Clerk* pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the *Township Committee* of the *Township of Winfield*, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

	MOVED	SECONDED	AYES	NAYS	ABSENT	ABSTAIN	
MAYOR GARY J. GENZ			√				CERTIFICATION: I hereby certify that the above Resolution was adopted by the Township Committee of the Township of Winfield at a meeting held on August 16, 2021. <div style="text-align: right; margin-top: 20px;"> <hr style="width: 20%; display: inline-block;"/> June Planas, Twp. Clerk </div>
COMM. ROBERT F. REILLY	√		√				
COMM. ADAM D. KOOMER		√	√				

**TOWNSHIP OF WINFIELD RESOLUTION 21-39
COUNTY OF UNION, STATE OF NEW JERSEY
RESOLUTION TO AUTHORIZE PAYMENT**

WHEREAS, June Planas, was employed as Acting Municipal Clerk by the Township of Winfield and;

WHEREAS, June Planas has resigned effective August 18, 2021, and;

WHEREAS, June Planas is owed the amount of \$20,751.45 from Winfield, this amount includes the following accumulated time: sick days, vacation days, Personal Days, Comp. Time also to be paid 50 Banked Sick time @ \$234.49 totaling \$11,724.50; and

65 Hr. Comp Time	=	\$1,992.25
15 Vacation @ \$234.4	=	\$ 3,517.35
15 Personal & Sick Days @ \$234.49	=	\$ 3,517.35
50 Banked Sick Time @ \$234.49	=	<u>\$11,724.50</u>
		<u>\$20,751.45</u>

WHEREAS, June Planas has agreed to the following resolution in full satisfaction of this matter and the matter will be fully resolved upon payments of \$4,513.48 pay period August 27, 2021 and \$ 4,513.48 to be paid as followed; pay period October 22, 2021 \$11,724.50 December 3, 2021 pay period to June Planas and;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Winfield that payment to June Planas be authorized in the amount totaling \$20,751.45 and;

Dated: August 16, 2021

	MOVED	SECONDED	AYES	NAYS	ABSENT	ABSTAIN
MAYOR GARY J. GENZ			√			
COMM. ROBERT F. REILLY	√		√			
COMM. ADAM D. KOOMER		√	√			

I hereby certify that the above Resolution was adopted by the Township Committee of the Township of Winfield at a meeting held on Aug. 16, 2021

June Planas, Twp. Clerk

**TOWNSHIP OF WINFIELD RESOLUTION #21-40
COUNTY OF UNION, STATE OF NEW JERSEY
APPOINTMENT REGISTRAR OF VITAL STATISTICS**

BE IT RESOLVED, by the Township Committee of the Township of Winfield that, **KRISTIN RAGLAND** be appointed **REGISTRAR OF VITAL STATISTICS** effective immediately And shall receive payment of \$4,000.00 per year; payable in quarterly payments

BE IT ALSO RESOLVED, that a copy of this resolution is on file with the Township Clerk.
DATE: **August 16, 2021**

	MOTIONED	SECONDED	AYES	NAYS	ABSENT	ABSTAIN
MAYOR GARY J. GENZ			√			
COMM. ROBERT F. REILLY	√		√			
COMM. ADAM D. KOOMER		√	√			

I hereby certify that the above Ordinance was introduced by the Township Committee of the Township of Winfield at a meeting held on Aug. 16, 2021

June Planas, Twp. Clerk

**TOWNSHIP OF WINFIELD RESOLUTION 21-41
COUNTY OF UNION, STATE OF NEW JERSEY
APPOINTING ACTING MUNICIPAL CLERK**

BE IT RESOLVED, by the Township Committee of the Township of Winfield, that **MELANIE SLOWIK** be appointed **ACTING MUNICIPAL CLERK**, beginning August 23, 2021.

Date: August 16, 2021

	MOVED	SECONDED	AYES	NAYS	ABSENT	ABSTAIN
MAYOR GARY J. GENZ				√		
COMM. ROBERT F. REILLY	√		√			
COMM. ADAM D. KOOMER		√	√			

I hereby certify that the above Resolution was adopted by the Township Committee of the Township of Winfield at a meeting held on August 16, 2021.

June Planas, Twp. Clerk

CITIZENS' FORUM:

Barbara Speigel, 8C Seafoam – What are the expenses for the increase and does the township pay all employees pension and health insurance. Comm. Koomer explained pension and health insurance is contractual and each employee contribute a percentage. Also Ms. Speigel ask why the Township does not deliver the budget to each resident. Comm. Koomer advised that the budget hearings are advertised and posted on the sign outside of the Township and also a copy is with the Clerk.

Trish Donahue, 32 Riverview – Wanted to know why in the passed a brochure was sent out to all resident on what was going on in town and now nothing is sent. Ms. Donahue also stated that the \$48 increase was due to \$39 for the PD and \$9.00 for the school

Sissy Dulowski, 15 Riverview – stated why isn't the budget listed line item by line item and what is the Township hiding. Atty. DeAppolonio responded with the Township is very transparent and has nothing to hide. Everything is held and presented at the Open Public Meeting if the resident wanted to know anything.

Paige Elster, 5A Wavecrest – asked why prior to each meeting the Agenda is not posted on the Website and that a synopsis should have been provided to the residents so that they felt informed. Ms. Elster also inquired about the ABC License which as talked about at the last Township meeting. Clerk Planas stated that she spoke with the ABC and that at this time the public does not need to know since things are still in the talking stage with Jeanette (Deli).

Barbara Speigel, 8C Seafoam – wanted to know about the sign (blinking) from last meeting. Mayor Genz responded stating it was still under review.

John Diorio, 12D Wavecrest – inquired about Alt side parking / leaf pickup sign

Rosemary Lobdell, 8A Atlantic – asked about the car still up on cinder blocks

Joann Matthews, 61C Wavecrest – is on B&G wanted to know about cars not registered

Chief Dustin WVFD asked again about a chief's car

EXECUTIVE SESSION: None Presented

ADJOURNMENT: There being nothing further to come before the Township Committee, Mayor Genz moved to adjourn, Comm. Reilly seconded the motion.

Roll call vote, unanimous, affirmative.

TIME 7:25PM

Respectfully submitted,

June Planas, Clerk