

**FAIRFIELD TOWNSHIP COMMITTEE  
REORGANIZATION MEETING MINUTES  
JANUARY 3, 2013  
7:00 PM**

**CALL TO ORDER**

The Acting Clerk, Carla Smith, called the meeting to order and read the OPEN PUBLIC MEETINGS ACT statement at 7:00pm.

**SALUTE TO THE FLAG**

The Acting Clerk, Carla Smith, led the Flag Salute.

**INVOCATION**

The Invocation was led by Pastor Maxine Allen

**ROLL CALL**

All Present.

**ELECTION OF MAYOR**

Open for Nominations for the Position of Mayor

Motion the Nomination of **JoAnne Servais** by Committeewoman Viola Thomas-Hughes; Seconded by Committeeman Don Taylor

Committeeman Michael Morton \_\_Y\_\_ Committeewoman JoAnne Servais \_\_Y\_\_

Committeeman Michael K. Sharp \_\_N\_\_ Committeeman Don Taylor \_\_Y\_\_

Committeewoman Viola Thomas-Hughes \_\_Y\_\_

Close of Nominations for the position of Mayor

Moved By Committeewoman Viola Thomas-Hughes; Seconded by

Committeeman Don Taylor

Committeeman Michael Morton \_\_Y\_\_ Committeewoman JoAnne Servais \_\_Y\_\_

Committeeman Michael K. Sharp \_\_Y\_\_ Committeeman Don Taylor \_\_Y\_\_

Committeewoman Viola Thomas-Hughes \_\_Y\_\_

Vote for Election of Mayor – **JoAnne Servais**

Committeeman Michael Morton \_\_Y\_\_ Committeewoman JoAnne Servais \_\_Y\_\_

Committeeman Michael K. Sharp \_\_N\_\_ Committeeman Don Taylor \_\_Y\_\_

Committeewoman Viola Thomas-Hughes \_\_Y\_\_

*Mayor JoAnne Servais takes the seat of Office and assumes control of the Meeting*

**ELECTION OF DEPUTY-MAYOR**

Open for Nominations for the Position of Deputy-Mayor

Mayor JoAnne Servais motioned the Nomination of **Viola Thomas-Hughes**; Seconded By Committeeman Don Taylor

Committeeman Michael Morton \_\_Y\_\_ Committeeman Michael K. Sharp \_\_Y\_\_

Committeeman Don Taylor \_\_Y\_\_ Committeewoman Viola Thomas-Hughes \_\_Y\_\_

Mayor JoAnne Servais \_\_Y\_\_

Close of Nominations for the position of Deputy-Mayor

Moved By Committeewoman Viola Thomas-Hughes; Seconded By Committeeman Don Taylor

Committeeman Michael Morton \_\_Y\_\_ Committeeman Michael K. Sharp \_\_Y\_\_

Committeeman Don Taylor \_\_Y\_\_ Committeewoman Viola Thomas-Hughes \_\_Y\_\_

Mayor JoAnne Servais \_\_Y\_\_

Vote for Election of Deputy-Mayor– **Viola Thomas-Hughes**

Committeeman Michael Morton \_\_Y\_\_ Committeeman Michael K. Sharp \_\_Y\_\_

Committeeman Don Taylor \_\_Y\_\_ Committeewoman Viola Thomas-Hughes \_\_Y\_\_

Mayor JoAnne Servais \_\_Y\_\_

**RESOLUTIONS:**

**Resolution 1-2013 A Resolution To Set The Dates And Times Of Township Committee Meetings For The Year 2013 And Reorganization Of The Township Committee For 2014.**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes

Committeeman Michael Morton \_\_Y\_\_ Committeeman Michael K. Sharp \_\_Y\_\_

Committeeman Don Taylor \_\_Y\_\_ Deputy Mayor Viola Thomas-Hughes \_\_Y\_\_ Mayor JoAnne Servais \_\_Y\_\_

**Resolution 2-2013 A Resolution to name The South Jersey Times and The Daily Journal as the Official Newspapers and The Press of Atlantic City, as the official State-wide Newspaper, for Publication of Notices.**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes  
Committeeman Michael Morton Y Committeeman Michael K. Sharp Y  
Committeeman Don Taylor Y Deputy Mayor Viola Thomas-Hughes Y Mayor JoAnne Servais Y

**Resolution 3-2013 A Resolution to appoint a Solicitor. – George Saponaro**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes  
DISCUSSION: Committeeman Michael Sharp expressed his concern about any charges a new Solicitor would give the Township for litigation currently in progress by Cresse & Carr. George Saponaro responded and mentioned his qualifications.

Committeeman Michael Morton Y Committeeman Michael K. Sharp N  
Committeeman Don Taylor Y Deputy Mayor Viola Thomas-Hughes Y Mayor JoAnne Servais Y

**Resolution 4-2013 A Resolution to appoint an Auditor. – Ford Scott**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes  
Committeeman Michael Morton Y Committeeman Michael K. Sharp N  
Committeeman Don Taylor Y Deputy Mayor Viola Thomas-Hughes Y Mayor JoAnne Servais Y

Committeeman Don Taylor motioned to table the following Resolutions:

- **Resolution 5-2013 A Resolution to Establish Standing Sub-Committees.**
- **Resolution 6-2013 A Resolution to Establish Township Liaisons.**
- **Resolution 7-2013 A Resolution to appoint Conflict and Special Legal Counsel.**

Deputy Mayor Viola Thomas-Hughes seconded the motion. The Committee voted unanimously.

**Resolution 8-2013 A Resolution to appoint a Public Contracts Official. – George Saponaro**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes  
Committeeman Michael Morton Y Committeeman Michael K. Sharp Y  
Committeeman Don Taylor Y Deputy Mayor Viola Thomas-Hughes Y Mayor JoAnne Servais Y

**Resolution 9-2013 A Resolution to appoint a Risk Management Consultant. – Sungeis Insurance Agency**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes  
Committeeman Michael Morton Y Committeeman Michael K. Sharp Y  
Committeeman Don Taylor Y Deputy Mayor Viola Thomas-Hughes Y Mayor JoAnne Servais Y

**Resolution 10-2013 A Resolution to appoint a NIMS Coordinator – Nathan Dunn**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes  
Committeeman Michael Morton Y Committeeman Michael K. Sharp Y  
Committeeman Don Taylor Y Deputy Mayor Viola Thomas-Hughes Y Mayor JoAnne Servais Y

**Resolution 11-2013 A Resolution to appoint a JIF Fund Commissioner and an Alternate.**

*Nathan Dunn – JIF Fund Commissioner; Deputy Mayor Viola Thomas-Hughes- Alternate*

Moved To Adopt by Committeeman Don Taylor, Seconded by Committeeman Michael Morton

Committeeman Michael Morton Y Committeeman Michael K. Sharp Y  
Committeeman Don Taylor Y Deputy Mayor Viola Thomas-Hughes Y Mayor JoAnne Servais Y

**Resolution 12-2013 A Resolution to a JIF Claims Coordinator. – Carla Smith**

Moved To Adopt by Committeeman Don Taylor, Seconded by Committeeman Michael Morton

Committeeman Michael Morton Y Committeeman Michael K. Sharp Y  
Committeeman Don Taylor Y Deputy Mayor Viola Thomas-Hughes Y Mayor JoAnne Servais Y

**Resolution 13-2013 A Resolution to approve the JIF Safety Contract.**

Committeeman Don Taylor motioned to table this Resolution. Deputy Mayor Viola Thomas-Hughes seconded the motion. The Committee voted unanimously.

**Resolution 14-2013 A Resolution to appoint JIF Safety Coordinator and Deputy Safety Coordinator. – Elmer Gould – JIF Safety Coordinator; Nathan Dunn – Deputy Safety Coordinator**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes

Committeeman Michael Morton Y Committeeman Michael K. Sharp Y  
Committeeman Don Taylor Y Deputy Mayor Viola Thomas-Hughes Y Mayor JoAnne Servais Y

Committeeman Don Taylor motioned to table the following Resolutions:

- **Resolution 15-2013 A Resolution to appoint members of the Safety Committee for a one year term to expire on December 31, 2013.**
- **Resolution 16-2013 A Resolution to appoint Emergency Management Deputy Coordinators for the year 2013.**

- **Resolution 17-2013 A Resolution to appoint a representative to the Cumberland County Utilities Authority for a one year term to expire December 31, 2013.**
- **Resolution 18-2013 A Resolution to appoint a 911 Coordinator**

Deputy Mayor Viola Thomas-Hughes seconded the motion.

Committeeman Michael Morton   Y   Committeeman Michael K. Sharp   Y  

Committeeman Don Taylor   Y   Deputy Mayor Viola Thomas-Hughes   Y   Mayor JoAnne Servais   Y  

**Resolution 19-2013 A Resolution to appoint An Interim Fire Marshall for the year 2013.**

*David Schoch*

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes

Committeeman Michael Morton   Y   Committeeman Michael K. Sharp   Y  

Committeeman Don Taylor   Y   Deputy Mayor Viola Thomas-Hughes   Y   Mayor JoAnne Servais   Y  

**Resolution 20-2013 A Resolution to appoint a Municipal Court Judge. – John Casarow**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes

Committeeman Michael Morton   Y   Committeeman Michael K. Sharp   Y  

Committeeman Don Taylor   Y   Deputy Mayor Viola Thomas-Hughes   Y   Mayor JoAnne Servais   Y  

Committeeman Don Taylor motioned to table the following Resolutions:

- **Resolution 21-2013 A Resolution to Appoint a Recycling Coordinator.**
- **Resolution 22-2013 A Resolution to Appoint a Grants Coordinator.**
- **Resolution 23-2013 A Resolution to Appoint a Certified Public Works Manager.**
- **Resolution 24-2013 A Resolution to appoint Township Engineer.**
- **Resolution 25-2013 A Resolution to appoint a Township Planner.**
- **Resolution 26-2013 A Resolution to appoint a Township Surveyor.**
- **Resolution 27-2013 A Resolution to Appoint a Township Storm Water Management Engineer.**
- **Resolution 28-2013 A Resolution to approve Brown’s Pest Control for pest control services.**
- **Resolution 29-2013 A Resolution to Appoint an Animal Control Officer.**
- **Resolution 30-2013 A Resolution to appoint Animal Shelter Services.**

Deputy Mayor Viola Thomas-Hughes seconded the motion.

Committeeman Michael Morton   Y   Committeeman Michael K. Sharp   Y  

Committeeman Don Taylor   Y   Deputy Mayor Viola Thomas-Hughes   Y   Mayor JoAnne Servais   Y  

**Resolution 31-2013 A Resolution to appoint a CDL Drug Testing Lab for 2013. – Pogue, Inc.**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes

Committeeman Michael Morton   Y   Committeeman Michael K. Sharp   Y  

Committeeman Don Taylor   Y   Deputy Mayor Viola Thomas-Hughes   Y   Mayor JoAnne Servais   Y  

**Resolution 32-2013 A Resolution to appoint Primary Care Physician. – Bridgeton Family Medicine**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes

Committeeman Michael Morton   Y   Committeeman Michael K. Sharp   Y  

Committeeman Don Taylor   Y   Deputy Mayor Viola Thomas-Hughes   Y   Mayor JoAnne Servais   Y  

**Resolution 33-2013 A Resolution to adopt a 2013 temporary budget of 26.25% of the total of the appropriations made for all purposes in the budget for the 2012 fiscal year.**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes

Committeeman Michael Morton   Y   Committeeman Michael K. Sharp   Y  

Committeeman Don Taylor   Y   Deputy Mayor Viola Thomas-Hughes   Y   Mayor JoAnne Servais   Y  

**Resolution 34-2013 A Resolution to approve a Cash Management Plan as prepared by the Township Chief Financial Officer.**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes

Committeeman Michael Morton   Y   Committeeman Michael K. Sharp   Y  

Committeeman Don Taylor   Y   Deputy Mayor Viola Thomas-Hughes   Y   Mayor JoAnne Servais   Y  

**Resolution 35-2013 A Resolution to designate Official Depositories.**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes

Committeeman Michael Morton   Y   Committeeman Michael K. Sharp   Y  

Committeeman Don Taylor   Y   Deputy Mayor Viola Thomas-Hughes   Y   Mayor JoAnne Servais   Y  

**Resolution 36-2013 A Resolution By The Township Committee Of The Township Of Fairfield Approving Current Salaries For The Year 2013.**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes

Committeeman Michael Morton   Y   Committeeman Michael K. Sharp   Y  

Committeeman Don Taylor   Y   Deputy Mayor Viola Thomas-Hughes   Y   Mayor JoAnne Servais   Y

**Resolution 37-2013 A Resolution to Establish a Petty Cash Fund for the Clerk's Office.**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes  
Committeeman Michael Morton \_\_Y\_\_ Committeeman Michael K. Sharp \_\_Y\_\_  
Committeeman Don Taylor \_\_Y\_\_ Deputy Mayor Viola Thomas-Hughes \_\_Y\_\_ Mayor JoAnne Servais \_\_Y\_\_

**Resolution 38-2013 A Resolution to set the interest rates for delinquent taxes for the year 2013.**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes  
Committeeman Michael Morton \_\_Y\_\_ Committeeman Michael K. Sharp \_\_Y\_\_  
Committeeman Don Taylor \_\_Y\_\_ Deputy Mayor Viola Thomas-Hughes \_\_Y\_\_ Mayor JoAnne Servais \_\_Y\_\_

**Resolution 39-2013 A Resolution to set fees for duplicate tax bills and return checks for the year 2013.**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes  
Committeeman Michael Morton \_\_Y\_\_ Committeeman Michael K. Sharp \_\_Y\_\_  
Committeeman Don Taylor \_\_Y\_\_ Deputy Mayor Viola Thomas-Hughes \_\_Y\_\_ Mayor JoAnne Servais \_\_Y\_\_

**Resolution 40-2013 A Resolution to transfer 2012 tax overpayments to open balances.**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes  
Committeeman Michael Morton \_\_Y\_\_ Committeeman Michael K. Sharp \_\_Y\_\_  
Committeeman Don Taylor \_\_Y\_\_ Deputy Mayor Viola Thomas-Hughes \_\_Y\_\_ Mayor JoAnne Servais \_\_Y\_\_

**Resolution 41-2013 A Resolution to appoint a Tax Search Officer. – Jessica Ridgway**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes  
Committeeman Michael Morton \_\_Y\_\_ Committeeman Michael K. Sharp \_\_Y\_\_  
Committeeman Don Taylor \_\_Y\_\_ Deputy Mayor Viola Thomas-Hughes \_\_Y\_\_ Mayor JoAnne Servais \_\_Y\_\_

**Resolution 42-2013 A Resolution to appoint a Class 1 member for a 1 year term to expire on December 31, 2013, a Class II member for a 1 year term to expire on December 31, 2013, a Class III member for a 1 year term to expire on December 31, 2013 to the Fairfield Township Planning Board.**

Moved To Adopt by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes  
Committeeman Michael Morton \_\_Y\_\_ Committeeman Michael K. Sharp \_\_Y\_\_  
Committeeman Don Taylor \_\_Y\_\_ Deputy Mayor Viola Thomas-Hughes \_\_Y\_\_ Mayor JoAnne Servais \_\_Y\_\_

Committeeman Don Taylor motioned to table the following Resolutions:

- **Resolution 43-2013 A Resolution to appoint members to the Fairfield Township Environmental Commission.**
- **Resolution 44-2013 A Resolution to appoint a Chairperson of the Environmental Commission.**

Deputy Mayor Viola Thomas-Hughes seconded the motion. The Committee voted unanimously.

**OTHER BUSINESS/ DISCUSSIONS**

The Administrator Leo Selb mentioned to the Committee Sun Bank will no longer offer courier services for free. He also said he had been working with the CFO who would be preparing an RFQ.

**REMARKS BY MAYOR**

Mayor JoAnne Servais thanked the Committee for electing her as Mayor. She also wished everyone a Happy New Year and hoped the Committee can work together. She also mentioned finding businesses to bring to the Township.

**REMARKS BY COMMITTEE MEMBERS**

Committeeman Don Taylor welcomed the new Committee and said he is looking forward to a better year.

Committeeman Michael Morton said he is excited and humbled to be here. He also said he hopes the public continues to support the Committee and the every individual is here for the public.

Deputy Mayor Viola Thomas-Hughes said the Township needs to work together as one community to have a clean and safe place to live.

Committeeman Michael K. Sharp said there are a lot of things federally and statewide that are going to change and trickle down to small towns.

Mayor JoAnne Servais also welcomed the new Solicitor.

**MEETING OPEN TO THE PUBLIC**

Moved to Open to the Public by Committeeman Don Taylor, Seconded by Deputy Mayor Viola Thomas-Hughes; Voted unanimously.

Herbert Pierce – 344 Clarks Pond Rd

Mr. Pierce asked why the roof job was rushed and if anyone was aware when the work would start.

Nancy Sungenis- Sungenis Insurance Agency

Mrs. Sungenis stated she has faith in this Township and asked the Committee to try to think positively.

Ben Byrd – 368 Fairton-Gouldtown Rd

Mr. Byrd said the Committee's main objective should be working for the Township.

Geneva Griffin – 195 Shoemaker Lane

Ms. Griffin said she is optimistic about the new Committee and changes being made.

George Harris – Chief Fire Company #2

Chief Harris expressed his concern about the paving on Hartz Drive. He said someone should look into the contracts.

Claude Smith – 30 Hartz Drive

Mr. Smith also expressed his concern about the paving done on Hartz and Coombs. He said there will still be issues with drainage.

Marion Kennedy – 31 Beck Drive

Mr. Kennedy asked that the Committee work together.

Dennis Pierce – 203 Clarks Pond Rd

Mr. Pierce mentioned New Jersey will have to raise a lot of money due to the State not receiving funding for Hurricane Sandy. He also asked about mold in the attic and the roof.

Russell Pierce – 376 Fairton-Gouldtown Rd

Mr. Pierce asked about getting a Boat Ramp.

Moved to Close Public portion by Committeeman Don Taylor Seconded by Deputy Mayor Viola Thomas-Hughes; Voted unanimously.

Deputy Mayor Thomas-Hughes recommended anything spent over \$1,000 come before the Committee. She also said all vouchers need to be looked by all Committee persons.

George Harris – Chief Fire Company #2

Chief Harris asked about the Turnout gear and Equipment for Fire Company #2.

Deputy Mayor Thomas-Hughes indicated there would be a discussion at the Work session meeting.

### **BENEDICTION**

Pastor Maxine Allen gave the Benediction.

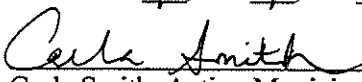
### **ADJOURNMENT**

Moved to Adjourn by Mayor Servais, Seconded by Committeeman Morton; Voted unanimously.

ADJOURNED 8:50pm.

Approved by the Township Committee at a Public Meeting held on February 19, 2013.

Vote: MM Y, MS Y, DT Y, VTH Y JS Y; 5-0-0

  
Carla Smith, Acting Municipal Clerk