

CAUCUS MEETING MINUTES

January 4, 2022

5:00 P.M.

\*\*\*MEETING WAS HELD VIA "ZOOM" APPLICATION WITH MEETING ID #870 2545 0511

Mayor Jakubowski called the meeting to order.

MAYOR'S STATEMENT: "Notice of this meeting has been provided in a legal notice published in the Courier Post and the Retrospect; and posted in accordance with Title 10 of the New Jersey Statutes Annotated, specifying a 5:00 p.m. meeting time; and that formal action may or may not be taken at all Caucus and Commissioners meetings. Please be advised that this meeting is not being videotaped tonight." Those in attendance were: Mayor Jakubowski, Commissioner Lee, Borough Administrator David Taraschi, Solicitor Salvatore Siciliano, Borough Engineer Steve Bach, Police Chief Tom Tassi, Dani Ingves, Deputy Borough Clerk, Rec Center Director and Library Trustee, Megan Giordano, Tax Collector, Kurt Bicking, OEM, Jean Philips, Court Clerk, Bonnie Taft, Borough Clerk, Brian Conte, EMS and Fire Chief Pat Slemmer.

Mayor Jakubowski led the audience in the Flag Salute.

The minutes of the December 21, 2021 Commissioner's meeting were tabled.

RESOLUTION 2022-1-AUTHORIZING THE CASH MANAGEMENT PLAN FOR 2022

RESOLUTION 2022-2-APPOINTING ROBERT JAKUBOWSKI AS MUNICIPAL COORDINATOR ON AGING.

RESOLUTION 2022-3-APPOINTING DANIELLE INGVES AS MUNICIPAL IMPROVEMENT SEARCH OFFICER

RESOLUTION 2022-4-APPOINTING BONNIE TAFT AS REGISTRAR OF VITAL STATISTICS

RESOLUTION 2022-5-APPOINTING DANIELLE INGVES DEPUTY REGISTRAR OF VITAL STATISTICS

RESOLUTION 2022-6-APPOINTING LINDA SMITH DEPUTY TAX COLLECTOR AND TAX SEARCH OFFICER

RESOLUTION 2022-7-APPOINTING VICTORIA TORTORETO AS DEPUTY TREASURER

RESOLUTION 2022-8-APPOINTING DAVE TARASCHI AS FUND COMMISSIONER FOR THE CAMDEN COUNTY JOINT INSURANCE FUND

RESOLUTION 2022-9-APPOINTING ROBERT JAKUBOWSKI AS ALTERNATE FUND COMMISSIONER FOR THE CAMDEN COUNTY JIF

RESOLUTION 2022-10-APPOINTING ROBERT LEE AS CDBG REPRESENTATIVE

RESOLUTION 2022-11-APPOINTING DAVE TARASCHI AS ALTERNATE CDBG REPRESENTATIVE

RESOLUTION 2022-12- APPOINTING DAVE TARASCHI, JOHN KAROLINSKI AND JIM ROSELL AS ZONING ENFORCEMENT OFFICERS FOR 2022

RESOLUTION 2022-13-AUTHORIZING THE RETROSPECT AND COURIER POST AS LEGAL NEWSPAPER

RESOLUTION 2022-14-AUTHORIZING THE TAX ASSESSOR TO EXECUTE STIPULATIONS OF SETTLEMENT/ADMINISTER TO TAX APPEALS

RESOLUTION 2022-15-AUTHORIZING ESTABLISHMENT OF GRACE PERIOD FOR TAX PAYMENTS, FIXING INTEREST RATES AND YEAR END PENALTIES

The foregoing resolutions were approved by motion of Commissioner Lee, seconded by Mayor Jakubowski. Unanimous roll call vote.

RESOLUTION 2022-16-AUTHORIZING THE USE OF CREDIT CARDS, AND ELECTRONIC TRANSFER FOR THE PAYMENTS INVOLVING MUNICIPAL COURT COSTS

RESOLUTION 2022-17-AUTHORIZING THE 2022 TEMPORARY BUDGET

**RESOLUTION 2022-18-AUTHORIZING THE APPOINTMENT OF JEFFERY WHITMAN AS A CLASS III MEMBER OF THE JOINT LAND USE BOARD FOR 2022**

**RESOLUTION 2022-19-APPOINTING MEGAN GIORDANO TAX COLLECTOR**

**TRESOLUTION 2022-20-AUTHORIZING THE BOROUGH ADMINISTRATOR TO EXECUTE STATE CONTRACT PURCHASES FOR 2022**

**RESOLUTION 2022-21-AUTHORIZING THE APPOINTMENT OF BOWMAN & COMPANY, LLP AS BOROUGH AUDITOR**

**RESOLUTION 2022-22-AUTHORIZING THE APPOINTMENT OF CHRISTOPHER J. POWELL OF HARDENBERGH INSURANCE AGENCY, RISK MANAGER FOR 2022**

**RESOLUTION 2022-23-AUTHORIZING THE APPOINTMENT OF CHARLES WIGGINTON, ESQUIRE, PUBLIC DEFENDER FOR THE AUDUBON MUNICIPAL COURT**

**RESOLUTION 2022-24-AUTHORIZING THE APPOINTMENT OF PAULE PRICE JR. DEPUTY EMERGENCY MANAGEMENT COORDINATOR FOR THE BOROUGH OF AUDUBON**

**RESOLUTION 2022-25-AUTHORIZING THE APPOINTMENT OF DAVE TARASCHI PUBLIC AGENCY COMPLIANCE OFFICER**

**RESOLUTION 2022-26-AUTHORIZING THE APPOINTMENT OF NACY WELSH ANIMAL CONTROL OFFICER FOR 2022**

The foregoing resolutions were approved by motion of Commissioner Lee, seconded by Mayor Jakubowski. Unanimous roll call vote.

**RESOLUTION 2022-27-AUTHORIZING THE ADOPTION OF THE 2021 CAMDEN COUNTY HAZARD MITIGATION PLAN UPDATE**

The foregoing resolutions were approved by motion of Commissioner Lee, seconded by Mayor Jakubowski. Unanimous roll call vote.

Department Reports:

**Borough Administrator /DPW Superintendent-**Budget worksheets have gone out to all departments. Due back middle of the month. Completed the 2021/2022 rollover today. Leaf pick up has ended. Reminder to all residents not to park in the street if there is snow.

**Chief Finance Officer -No Report**

**Borough Clerk-**Congratulations to Dani Ingves for passing the Municipal Clerk Exam. School Board election had some issues with new voting machines. Meeting with the county to possibly change polling locations. Dog and Cat licenses are due for renewal

**Tax Collector –** Monthly report attached. Tax sale was in-person this year. Went well.

**Tax Assessor -No Report**

**Construction Code/Zoning Report-**Report Attached

**Library-** Report Attached. Library Director has resigned. Will begin the process of replacing.

**The Recreation Center-** Report attached. There were 5 rentals for January but as of now four have canceled.

**Police Chief-** Reports Attached.

**Fire Chief -**Report attached

**OEM-** Report Attached.

**EMS Report-** Report Attached

**Municipal Court-** Working on month and year end reports.

**Engineer-**Report Attached

**Solicitor-**No Report

**Sustainable Jersey-** Next meeting is Wednesday, January 5 at 7:00 p.m. at the Senior Center.

Board of Commissioners Reports:

**Commissioner Lee-** The new website should be up and running soon. The New Emergency calling system should also be working soon. Both are a Shared Service with the Audubon School District. Thank you to the Department of Public Works for clean up after the storm. The police have been very busy with traffic control due to the gas line work being done in town.

**Mayor Jakubowski-** Please remember to be aware of recycling. If you are not sure, please throw in the trash. Residents are encouraged to download "Recycling Coach" as a helpful tool.

Commissioner Lee made a motion to open the meeting to the public; seconded by Mayor Jakubowski. All in favor; motion carried.

Being there was no discussion, Commissioner Lee made a motion to close the meeting to the public; seconded by Mayor Jakubowski-All in favor; motion carried.

**RESOLUTION 2022-28-AUTHORIZING A CLOSED SESSION FOR A PERSONNEL MATTER**

The foregoing resolution was approved by motion of Commissioner Lee, seconded by Mayor Jakubowski. All in favor-motion carried.

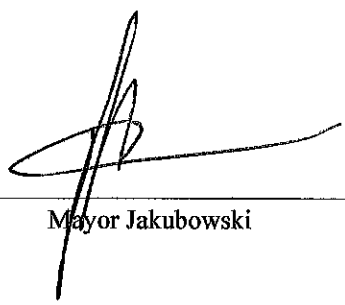
Those present for the closed session: Mayor Jakubowski, Commissioner Lee, Borough Administrator Dave Taraschi, Solicitor Salvatore Siciliano, Jean Phillips, Court Administrator and Borough Clerk Bonnie Taft.

Discussion was had as to a personnel matter.

Mayor Jakubowski made a motion to come out of closed session, seconded by Commissioner Lee. All in favor-motion carried.

Commissioner Lee made a motion to adjourn, seconded by Mayor Jakubowski. All in favor; motion carried.

Meeting Adjourned at 5:43 P.M.



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Mayor Jakubowski



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Commissioner Lee

Not Present  
Commissioner Whitman

ATTEST:   
Bonnie L. Taft, Borough Clerk

DATE APPROVED: 1-18-22