

CAUCUS MEETING MINUTES

January 3, 2023

5:00 P.M.

***MEETING WAS HELD VIA "ZOOM" APPLICATION WITH MEETING ID 840 9275 1320

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, Commissioner Whitman, Borough Administrator David Taraschi, Solicitors Salvatore Siciliano & Jennifer McPeak, Borough Engineers Steve Bach & Craig Reilly, Police Chief Tom Tassi, Kurt Bicking, OEM, Jean Philips, Court Clerk, Danielle Ingves, Municipal Clerk, Rec Center Director & Library Trustee, Brian Conte, EMS and Fire Chief Pat Slemmer.

Mayor Jakubowski led the audience in the Flag Salute followed by a moment of silence to honor the passing of Nancy Doman, retired municipal clerk in Audubon.

Commissioner Whitman made a motion to approve meeting minutes of December 20, 2022, seconded by Commissioner Lee. All in favor-motioned carried.

RESOLUTION 2023-21-AUTHORIZING THE APPOINTMENT OF DANIELLE INGVES AS MUNICIPAL CLERK FOR THE PERIOD 1, 2023 THROUGH DECEMBER 31, 2025.

Approved by motion of Commissioner Whitman, seconded by Commissioner Lee. Unanimous roll call vote.

RESOLUTION 2023-1-AUTHORIZING THE CASH MANAGEMENT PLAN FOR 2023

RESOLUTION 2023-2-APPOINTING ROBERT JAKUBOWSKI AS MUNICIPAL COORDINATOR ON AGING.

RESOLUTION 2023-3-APPOINTING DANIELLE INGVES AS MUNICIPAL IMPROVEMENT SEARCH OFFICER

RESOLUTION 2023-4-APPOINTING DANIELLE INGVES AS REGISTRAR OF VITAL STATISTICS

RESOLUTION 2023-5-APPOINTING BONNIE TAFT & JANET LABAR AS DEPUTY RIGISTRARS OF VITAL STATISTICS

RESOLUTION 2023-6-APPOINTING LINDA SMITH DEPUTY TAX COLLECTOR AND TAX SEARCH OFFICER

RESOLUTION 2023-7-APPOINTING VICTORIA TORTORETO AS DEPUTY TREASURER

RESOLUTION 2023-8-APPOINTING DAVE TARASCHI AS FUND COMMISSIONER FOR THE CAMDEN COUNTY JOINT INSURANCE FUND

RESOLUTION 2023-9-APPOINTING ROBERT JAKUBOWSKI AS ALTERNATE FUND COMMISSIONER FOR THE CAMDEN COUNTY JIF

RESOLUTION 2023-10-APPOINTING ROBERT LEE AS CDBG REPRESENTATIVE

RESOLUTION 2023-11-APPOINTING DAVE TARASCHI AS ALTERNTATE CDBG REPRESENTATIVE

RESOLUTION 2023-12- APPOINTING DAVE TARASCHI, JOHN KAROLINSKI AND JIM ROSELL AS ZONING ENFORCEMENT OFFICERS FOR 2023

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

RESOLUTION 2023-13-AUTHORIZING THE RETROSPECT AND COURIER POST AS LEGAL NEWSPAPERS

RESOLUTION 2023-14-AUTHORIZING THE TAX ASSESSOR TO EXECUTE STIPULATIONS OF SETTLEMENT/ADMINISTER TO TAX APPEALS

RESOLUTION 2023-15-AUTHORIZING ESTABLISHMENT OF GRACE PERIOD FOR TAX PAYMENTS, FIXING INTEREST RATES AND YEAR END PENALTIES

RESOLUTION 2023-16-AUTHORIZING THE USE OF CREDIT CARDS, AND ELECTRONIC TRANSFER FOR THE PAYMENTS INVOLVING MUNICIPAL COURT COSTS

RESOLUTION 2023-17-AUTHORIZING THE 2023 TEMPORARY BUDGET

RESOLUTION 2023-18-AUTHORIZING THE APPOINTMENT OF JEFFERY WHITMAN AS A CLASS III MEMBER OF THE JOINT LAND USE BOARD FOR 2023

RESOLUTION 2023-19-APPOINTING MEGAN GIORDANO TAX COLLECTOR

TRESOLUTION 2023-20-AUTHORIZING THE BOROUGH ADMINISTRATOR TO EXECUTE STATE CONTRACT PURCHASES FOR 2023

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

RESOLUTION 2023-22-AUTHORIZING THE APPOINTMENT OF CHRISTOPHER J. POWELL OF HARDENBERGH INSURANCE AGENCY, RISK MANAGER FOR 2023

RESOLUTION 2023-23-AUTHORIZING THE APPOINTMENT OF PAUL PRICE JR, DEPUTY EMERGENCY MANAGEMENT COORDINATOR FOR THE BOROUGH OF AUDUBON

RESOLUTION 2023-24-AUTHORIZING THE APPOINTMENT OF DAVE TARASCHI PUBLIC AGENCY COMPLIANCE OFFICER

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

Department Reports:

Borough Administrator /DPW Superintendent-Budget worksheets have gone out to all departments. Due back middle of the month. Worked with Jack Bruno to complete the 2022/2023 rollover. The healthcare bill was received and there is a significant increase.

Chief Finance Officer -No Report

Borough Clerk- Dog and Cat licenses are due for renewal. Registration is now open. All renewals must be completed by March 31 to avoid late fees.

Tax Collector -- No Report

Tax Assessor -No Report

Construction Code/Zoning Report-Report Attached

Library- Report attached. No new updates.

The Recreation Center- Report attached. December – seven (7) rentals; one non-profit fundraiser, one non-profit private Christmas party and five private parties.

Police Chief- Reports Attached.

Fire Chief -Report attached

OEM- Report Attached. PPE is still available if anyone is in need.

EMS Report- Report Attached

Municipal Court- Report attached. Also coordinating for the destruction of records that have been identified and approved.

Engineer-Report Attached. Construction scheduled by DOT for East Merchant and East Pine was postponed due to weather. Trenches left open will cause problems on several levels but especially with snowplows.

Solicitor-No Report

Sustainable Jersey- Next meeting is Wednesday, January 4 at 7:00 p.m. at the Senior Center. They meet on the first Wednesday of every month and their meetings are always open to the public. Check out their website and social media sites for the latest updated information. We have an arborist in town who is also donating her time to help with their latest tree initiative.

Board of Commissioners Reports:

Commissioner Lee- Happy New Year wishes to all.

Commissioner Whitman-Happy New Year to all as well. Budget worksheets went out to all the department heads. Please return as soon as possible. Disappointed with the new health care increase.

Mayor Jakubowski-Wished everyone a Happy New Year. The Borough of Audubon was awarded a grant from the NJ Board of Public Utilities to develop a Community Energy Plan (CEP). The CEP will align with New Jersey's Energy Master Plan, and work towards achieving the State's goal of 100% clean energy by 2025. A task force is being created and more information will be forthcoming.

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

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

RESOLUTION 2023-25-AUTHORIZING A CLOSED SESSION FOR A PERSONNEL MATTER

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


Those present for the closed session: Mayor Jakubowski, Commissioner Lee, Commissioner Whitman, Borough Administrator Dave Taraschi, Solicitors Salvatore Siciliano & Jennifer McPeak, and Municipal Clerk Danielle Ingves.

Discussion was had as to a personnel matter.

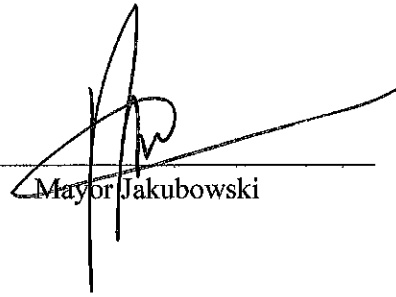
Commissioner Lee made a motion to come out of closed session, seconded by Commissioner Whitman. All in favor-motion carried.

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

Meeting Adjourned at 5:49 P.M.



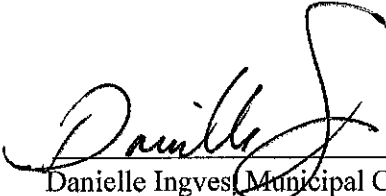
Commissioner Whitman



Mayor Jakubowski



Commissioner Lee

ATTEST: 

Danielle Ingves, Municipal Clerk

DATE APPROVED: 1/17/2023