

A special meeting of the East Amwell Township Committee came to order at 7:30 PM. Present were Mayor Dart Sageser, Deputy Mayor David Wang-Iverson, and Committee members Tim Mathews, Charles Van Horn, and Peter Miller. Township Administrator Timothy Matheny was also in attendance.

In compliance with the Open Public Meetings Act, a copy of notice of this meeting was filed in the Clerk's Office, posted on the bulletin board, and sent to the Hunterdon County Democrat, Times of Trenton, and Star Ledger on March 17, 2014; notice was published in the March 20, 2014, issue of the Hunterdon County Democrat. The purpose of this meeting is to approve a resolution to enter executive session to discuss personnel; to consider appointment(s) for the finance department; and to discuss the 2014 budget.

The public is invited to attend and comment during the open session. Action may or may not be taken.

### **OPEN TO THE PUBLIC**

Motion by Mr. Mathews, seconded by Mr. Miller, and carried unanimously to open to the public.

Pam Wells, 96 Back Brook Road, asked for assistance. She asked if property belonging to her neighbors, Daniel and Jamie Mirabito at 92 Back Brook Road, was a registered farm in New Jersey. She mentioned numerous problems with the neighbors and provided pictures of their encroachment on her property (i.e., showed the pictures to governing body officials and took them back). She highlighted the pictures, noting encroachment up to 50 feet over her property line; she hired people to clear her land after numerous calls and a letter from her attorney to the Mirabitos. Last year the State Police were called on a complaint about "firing a shotgun less than 450 from [her] property." Mrs. Wells also contacted the Humane Society regarding animal cruelty violations because they "had 25 roasting chickens in a pen without food and water"; the Mirabitos "complied after being forced to do so." Mrs. Wells also had to call on an abandoned cat, who came over to her yard and was trapped in a kind-heart trap. The cat tested positive for feline HIV at Paw Prints Veterinary Hospital, which made it contagious to other cats; Mrs. Wells ended up paying to put the cat down. Mrs. Wells continued by stating that the owners at one time were raising pigs on their property.

The Mirabitos now have 3 beehives on the property, and she inquired about how much property they would need for apiaries. She stated that the bees swarmed through October last year and "will swarm all summer long on [her] yard" since she has a waterfall and Mrs. Mirabito "does not provide water for her bees."

Mrs. Wells asked for the governing body's help. She referenced the Township's Right to Farm Ordinance, Section 110 in the Code of East Amwell, specifically under section 4, "No agricultural activity, operation or facility conducted or maintained for commercial purposes and in a manner consistent with relevant federal and state laws shall be or become a nuisance, public or private." Additionally, under Definitions, Nuisance was defined as "Any private action which unreasonably interferes with the comfortable enjoyment of another's property, which may be enjoined or abated and for which the injured or affected property owner may recover damages." Ms. Wells also noted under definitions, Agriculture, reading from the verse to include "...livestock shall not include dogs; bees and apiary products," etc. She asked how many acres were necessary to raise honey bees in East Amwell.

Mayor Sageser explained that the Planning Board in the past looked at ordinances pertaining to horses and determined that there were no standards for the number of acres per horse, bees, cows, etc.

Frances Gavigan, in the audience, commented on an County Agriculture Development Board (CADB) item regarding a bee operation in Raritan Township. She also noted that the Mirabitos are listed as a farm stand on a county directory. She mentioned farm assessed property as being more than five acres; she did not know of any limitations for bees/setbacks, etc. Ms. Gavigan mentioned the CADB promotes cooperation, and she sympathized with Mrs. Wells on encroachment issues. She suggested that Mrs. Wells come to the Agricultural Advisory Committee. Ms. Gavigan identified herself as the 2014 Agricultural Advisory Committee Chair,

noting that David Wang-Iverson is the Township Committee liaison. Ms. Gavigan mentioned bees in relationship to health issues and an economic impact on farming with an environment to promote them, adding that barriers would be prudent to minimize impact.

Mr. Van Horn said he was aware of Mrs. Wells' concern about the bees and did some research on bees, stating that the NJ Dept. of Agriculture is involved only with disease of bees. There are no regulations at the state level governing bee keepers although there are guidelines as best management practices, e.g., no more than 3 honey bee hives on a quarter of acre or less, barriers of six feet between properties since the bees adhere to straight line flight, will go up and over the property; owners should provide water for the bees. He continued that there were 3 municipalities who banned bees, 2 that have some restrictions, and the Assembly has pending legislation for a law to pre-empt all municipalities from having regulations on bees in an effort to encourage more bees as an agricultural product. There are about 3,000-3,500 registered bee keepers, a commercial operation is 20 or more colonies, and Mr. Van Horn drove by the property and saw only 3 hives on the neighbor's property. He suggested that Mrs. Wells could ask her attorney to ask the neighbors to put up a barrier for the bees. Mr. Van Horn said that he was not aware of the other issues that Mrs. Wells brought up this evening; he only spoke with her about the bees.

Mrs. Wells asked about enforcement of the Right to Farm Ordinance. She also asked about the number of acres for a farm; Ms. Gavigan commented on farm assessment and being located in the Valley Zone. She recommended approaching the CADB.

Ms. Wells was asked if she spoke with the Zoning Officer; Ms. Wells said, yes, about the bees, but she did not ask him about the Right to Farm ordinance and nuisance definition. She commented about assistance from the Board of Health secretary, but commented that she cannot enjoy her property because of the bee swarms.

Mr. Mathews asked if Mrs. Wells had documentation from the Zoning Officer about the bees. Mrs. Wells continued by stating that he intervened about dumping on the property, which was improved. Mrs. Wells commented on paying to clean up her property, on the demeanor of the Mirabitos, on the Mirabito's treatment of animals on their farm and having the Animal Control Officer called four times.

Mayor Sageser suggested addressing either the Agricultural Advisory Committee, the CADB, or the State Department of Agriculture, not the Township Committee.

Ms. Gavigan spoke about apiary management at the state, accessing information off the internet regarding distances from properties, the need for a six foot high fence or hedge, standards to keep apiaries according to best management practices, etc. She again suggested speaking with the CADB, adding that Township deeds have right to farm language.

Mayor Sageser suggested that Mrs. Wells and Ms. Gavigan speak in the lobby while the Township Committee went into executive session. He added that there would be a second public session after executive session.

There was a consensus that the information be sent to the Zoning Officer for his comments on the complaint in relationship to the Right to Farm Ordinance, and if necessary, send a letter to the Mirabitos.

Motion by Deputy Mayor Wang-Iverson, seconded by Mr. Mathews, and carried unanimously to close to the public.

**RESOLUTION TO ENTER EXECUTIVE SESSION**

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**RESOLUTION #46-14**

WHEREAS, the Open Public Meetings Act, P.L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, East Amwell Township Committee is of the opinion that circumstances presently exist; and

WHEREAS, the governing body of the Township of East Amwell wishes to discuss personnel (Finance Office); and

WHEREAS, minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then minutes can be made public;

NOW, THEREFORE, BE IT RESOLVED that the public be excluded from this meeting.

By Order of the Township Committee,

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Dart Sageser, Mayor

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Motion by Mr. Van Horn, seconded by Deputy Mayor Wang-Iverson, and carried unanimously to enter executive session.

Executive session began at 7:55 p.m.

The special meeting resumed at 8:00 p.m.

The public was invited back into the meeting room, and the Mayor announced that before executive session was held, there would be a report from Mr. Steinberg, Ms. Jones, and Ms. Rosikiewicz on the Township finances prior to budget discussions.

**DISCUSSION WITH FINANCE DEPARTMENT REPRESENTATIVES**

Present at this time for discussion were CFO Ulrich Steinberg and Assistant Jeannine Jones. Assistant Treasurer Christine Rosikiewicz was only in attendance.

Mr. Steinberg spoke about taking on the CFO position on November 4 with the intent that the previous CFO would be reconciling cash through the end of September. This was not completed until the end of November, and there was a difference of \$65,000 not reconciled. In an effort to tie in numbers and accounts, Mr. Steinberg went back to January 2013 and recreated the entire year, which he finished up last week. He spoke about a legal pad of items to address, summarizing that payrolls were not posted in the month they occurred, posting tax receipts in summary off the Tax Collector’s report and individual receipts, an overstatement about tax revenue in the amount of \$100,000, among other items. He concluded that with the auditor’s help, he got the final numbers for the Annual Financial Statement (AFS), and surplus is up \$10,000 from last year (12/31/12). Mr. Steinberg believed that his numbers were accurate within a few hundred dollars; he mentioned a lot of corrections to make it work, and while not pinning blame on anyone specifically, there was blame to be shared.

Mayor Sageser asked if Mr. Steinberg was confident that the numbers were more accurate than when he took over; Mr. Steinberg said yes, stating that he had comments and recommendations for “lots of work to be done.” He spoke about discussions on the next CFO, stating that when he first tendered his resignation because of a position he could not turn down, he thought of a solution. Jeannine (Jones) was in Marlboro, and this would be a good opportunity for her. It would give the Township momentum and direction; it would be good for Jeannine, a pain for him, but beneficial for all. He told the Deputy Mayor that if he did not have unanimous support, he would not continue. He said that “Dave wasn’t here, ... and there was some support,” but at this time he was withdrawing the application and they are no longer interested in assisting East Amwell. He hoped that the Township had a Plan B. Mayor Sageser said he was not sure of the unanimity of the support, stating that options were being considered.

Mr. Steinberg continued, stating that the plan did not just involve Jeannine, but that another entity had to change its work schedule to accommodate and they agreed to hold things open until the Township made their decision (at the last meeting). He spoke about reasons why Jeannine

and he did not think it would be a workable situation, suggesting discussing in private or public. Mayor Sageser commented on other than personnel coverage, procedures and processes, he would like to discuss in public in a professional way.

Mr. Mathews commented on being off a couple of hundred dollars. Mr. Steinberg said that the numbers are fine, but there are no procedures in place. Without someone to continue as he is doing, the Township would be in the same situation as last year. Mr. Steinberg continued by stating that problems include everything from payroll to receipting to disbursements to Edmunds. The computer system is not functioning efficiently since it was not set up correctly. Checks are being written from an account not linked to a cash account. The way payroll is processed needs to be streamlined; the system is bifurcated, and there is no continuity through the process. On a question from Mr. Steinberg to Ms. Jones about the payroll company, Primepoint, she stated that it "was not good" with shortfalls in how the software works, e.g., "employee deductions are made, but the money is not in the right places" in a system that is difficult to navigate.

Mr. Steinberg spoke about mis-keyed information, a number of hourly employees, pension being designed for salaried employees, not hourly; there was an issue with pension reports since they are designed to work off of 24 pays, etc. He said that the CFO doesn't have the ability to effect policy, but making everyone salary would help eliminate "spikes" with hourly pays per week/pension reporting. Mr. Van Horn suggested that it would be good for a CFO to bring these types of recommendations forth to the governing body. Deputy Mayor Wang-Iverson noted that Mr. Steinberg did bring this to his attention in private, with both Mr. Mathews and the Mayor stating that they were not aware of this concern. Further comments were exchanged, including the following: Mr. Steinberg is still working with the auditor; Ms. Jones said that some deductions, including pensions, are incorrect; it was stated that taxes have been reported "fine"; having more than one person making the changes is an issue; comments were made on quarterly reports and adjustments to be made with hourly employees changing amounts each month; Mr. Steinberg explained how deductions were made on a salary showing up on quarterly reports – this changes with hourly earnings with a potential for errors; loan calculations were also an issue, and a list of adjustments was recently made. Mr. Steinberg believed that an effective process should be implemented in the administration department, not the CFO's office.

The Committee briefly exchanged comments about policy recommendations; Deputy Mayor Wang-Iverson commented on asking both Nick (Trasente) and Mr. Steinberg about recommendations, but because of the turnovers, CFO's have been "playing catch up." He also stated that "Mr. Trasente did not do his job," and Mr. Mathews added that "we discovered that about other CFO's too."

Deputy Mayor Wang-Iverson commented about the current finance team "playing catch up with 2013," asking if they contacted Mr. Trasente for information; Mr. Steinberg said that there was no time. He felt that once there was a CFO who stayed for an extended time, changes could be made.

Mr. Miller understood Mr. Steinberg to be saying that the Township was "caught up" now and at a point of investment in a CFO to impart information so that this wouldn't happen again. He felt that there was a commitment on the part of the Township Committee to work with the CFO and have that employee report to the governing body. He believed that it was very important for Mr. Steinberg to make recommendations for changes and be accountable. Deputy Mayor Wang-Iverson explained that there was an agreement with Mr. Steinberg to meet quarterly with him, had he not gotten another offer. Mr. Miller commented on decisions made, an application withdrawn, and moving forward. Mr. Mathews mentioned that when Mr. Trasente was employed, Mr. Mathews felt it was important for the employee to report to more than just one Township Committee member, not just the liaison.

Mayor Sageser commented on continuity and the need for more face-time in the position, suggesting a three day a week employee would be good.

Mr. Steinberg commented on poor operations last year with un-trained personnel and miscoded information; he commented on items not being the fault of an employee but with lack of training. He commented on completing the Annual Financial Statement on Monday. Mayor Sageser did not believe that the Township Committee meeting was the most efficient forum to go down the list of recommendations, but he suggested that Mr. Steinberg was in the best position to provide

recommendations for improvement. Mr. Mathews suggested that the auditor might provide direction, but Mr. Steinberg said that would not happen until June, and “you would be back in the hole.”

Mr. Steinberg explained that in the middle of last June, Mr. Trasente advised that there wasn't a need for a dedicated unemployment account, and all trust accounts were put into a Public Trust Account, which now includes unemployment, the public defender, and all trust accounts, causing a disaster. Mr. Miller asked how Mr. Steinberg would characterize the former CFO from a professional standpoint, e.g., “gross incompetence.” Mr. Steinberg said that he did not know when the issues began. Mr. Miller asked again; Mr. Steinberg replied, “It was not the best way to handle it ... he may have had a plan to start something and didn't complete it...” He added that this was not a best practice, and unemployment accounts must “stand alone.”

Mayor Sageser believed that the CFOs do not have enough time to do what they have to do, stating that they inherit systems and try to make them work, with the intent of resolving issues. Mr. Steinberg said that they have worked through the numbers for last year. He commented on the fact that net payroll was sent to the agency, but the system was not set up and maintained, and there were outstanding deductions not paid. Mr. Steinberg reiterated that he looked back to January 1 of last year, and the money ties in; he commented on “sloppy books,” a concern that there was missing money, but everything tied in. Mr. Miller asked if Mr. Steinberg was confident that at the end of 2012, everything was accurate. Mr. Steinberg commented on incorrect documents from the auditor in 2012, but he tried to figure out “how to tie into the cash and move forward.” Mr. Miller and Mr. Mathews suggested going back further for accuracy; Mr. Steinberg commented that everything now ties into the end of 2013, and he again commented on the state of the escrow account to be separated. Mr. Mathews again asked if Mr. Steinberg felt comfortable that the books, as of the end of 2012, were a good starting point. Mr. Steinberg commented on the professional auditor and an oversight of an escrow account at TD bank with a quarter of a million dollars, which was not listed on the 2012 financials with deposits from Hopewell Valley Bank listed. Mayor Sageser asked if the balances were “okay,” and Mr. Steinberg said yes, but in three accounts.

Mr. Van Horn asked if the bottom line was that finances were fine but processes need improvement; Mr. Steinberg agreed, although disagreeing with practices and suggesting “tying out” cash on a monthly basis. Mr. Van Horn commented on running a business and the responsibilities of a CFO he hired to do monthly reports and report to a Board of Directors with the need to have enough time to do a job. Mr. Van Horn commented on the previous CFO's ability and “... would not being comfortable with him for my company.” He added that there were statements that processes needed to be changed, and he would expect the CFO to make the recommendations to the governing body.

Mr. Steinberg commented that the changes are not that large and could be done easily. He commented “on a bunch of issues ... putting out fires ... work to be done.” He did not have the time to set policy and write reports, and “no one lends a hand ... that finance will handle it ... and because of lack of structure, finance was the dumping ground from setting up payroll and deductions and all personnel matters,” commenting on the Assistant Treasurer's current ability and demeanor to handle the situation now. A comment was made about mimicking another municipality's processes, evaluating them, and figuring out what to do here. Mr. Van Horn added that it would be the CFO's responsibility to direct a financial team. Mr. Steinberg asked why there were four CFO's, adding that there were expectations for the position and time needs to be devoted. He commented on the marketplace for CFOs and the Township's inability to find someone.

Mr. Mathews commented on other models, with CFOs reporting to the governing body, the need for the CFO to be an employee, but outsourcing to a private firm. Mr. Steinberg commented that he knew of a town that did it, mentioning the need to have the people bonded and they were not employees. He also noted that Hunterdon County had personnel issues and brought in an accounting firm to do the books, but he didn't know the status. He knew that other towns did it when they couldn't find CFOs, adding that it would be a political consideration and done as a last resort. Some municipalities in North Jersey were mentioned. Mayor Sageser also suggested that this could be expensive. Mr. Steinberg said that the Township has the resources and they could be integrated and coordinated, again stating that personnel and Human Resources are administration issues and not finance, mentioning that this is how the issues arose in

Hunterdon County, i.e., insurance defaulted to finance. He added that the issues in Hunterdon County could have been avoided with organization. He added that everyone does it differently, and with six employees, they have to integrate and work together, adding that when the current Assistant Treasurer took over, there was a learning curve with working with the previous CFO and not knowing procedures.

On a question, Mr. Steinberg stated that he would be here until April 14. Mr. Mathews asked if he would be able to provide a bullet list of procedural items; Mr. Steinberg said no, adding that on page 19 and 17 of the budget documents, the figures have to tie into the AFS, and he will have “to massage them and accomplish this before he leaves.”

Mayor Sageser commented on not having a budget until June. Mr. Steinberg noted that there is a statutory deadline for a budget by the middle of April, but many municipalities do not comply. There is a modification to the emergency temporary budget to be made to get the Township through three months. Mr. Mathews commented on Mr. Trasente “pulling some strings” to get an extension on the budget last year; Mr. Steinberg said that “...he didn’t get any favors,” adding that the only thing that the state will do is send the Township a letter. Mr. Steinberg continued by saying that the Township was in “relatively good shape going into the budget,” adding that overall debt is up a couple of bucks, there is an ordinance funded by \$100,000, etc.

Mayor Sageser thanked Mr. Steinberg for his efforts, adding that he was unhappy to see him go. Deputy Mayor Wang-Iverson asked if he would sit down and go over a few things before he left, with Mr. Mathews suggesting giving him a whiteboard to jot down some items.

Mr. Steinberg said that the reason his plan would have worked well was that the Township would have some continuity over the next eighteen months, with Jeannine taking the position in Marlboro, which is an extensive operation, adding that she was “more scared of East Amwell than Marlboro because all processes are in place in Marlboro.” She would have taken practices from there and try to mimic them here. They had planned to rip down and rebuild the financial program here, including bank accounts, as an exercise; he compared this to rebuilding a car. Mr. Steinberg felt that the Township should find someone who could be here during the day, adding that the current Assistant Treasurer needed support to handle the day-to-day business and organization has to be examined.

Motion by Mr. Mathews for comments from the public on this discussion, seconded by Mr. Miller, and carried unanimously.

Andy Reid, Linvale Road, asked about the list of changes to be made, commenting on Mr. Steinberg’s remark about “putting out a lot of fires.” He commented that if the system is not fixed, including the computer system, without a manual for a mis-step in the system, it was a problem, “like a car, without the timing right, it won’t run.”

Mr. Steinberg commented on the computer and processes, “getting his head above water,” and changing some real problems. He continued that accounts were not set up right in the computer system, that Maria (Andrews) helped with this, and information was not posted correctly in the system. Mr. Miller commented on people, processes, and tools, with a need for processes.

Mr. Steinberg said that “Edmunds is not my favorite system,” adding that it was a Cobalt system in operation for 30 years and is difficult to navigate and keep a general ledger. He further explained that because of the number of CFOs involved in setting up accounts, there may have been an assumption that everything was correct. He added that he was going backwards, correcting postings, etc. He also said that he was now using spreadsheets to summarize. Mr. Reid said that this was what (previous CFO) Jane (Luhrs) did for twenty years.

Mr. Reid asked about going forward, not operating correctly. Mr. Steinberg said that operations are okay, again mentioning the escrow account with a half million dollars that needs to be separated into separate accounts. Mr. Reid asked about the Edmunds system and how long to keep it running right; Mr. Steinberg said that Edmunds is “a staple in municipal accounting, that many are scared of new technologies, and it is not the best on the market.” He commented on “ripping it to the bare bones, doing Excel spreadsheets and ... posting to Edmunds while keeping the general ledger in Excel.” Mr. Reid asked what other Townships use; Mr. Steinberg mentioned MSI, which has been around less than ten years, while Edmunds is 40 years old. Mr.

Reid commented that “there was nothing wrong with what Jane did and she was successful.” Mr. Steinberg said that he had Edmunds in Marlboro, adding that they changed because there were ten accounts set up for the same thing. Mr. Reid and Mr. Van Horn commented on having the CFO decide on the type of software to use. Mr. Steinberg commented on a big advantage of going from Excel to another program.

Frances Gavigan, 123 Wertsville Road, commented that she has been around during the CFO’s terms, and she had hoped that Mr. Steinberg would have stayed. Comments were exchanged on the length of term that a CFO would be fulfilling.

Ms. Gavigan mentioned various CFOs and Mr. Trasente, adding that there was a problem with late payments to pensions with late fees. She commented on statements she has made in October or November, based on county hearings, about not properly recorded information being material deficiencies. She mentioned the special audit by Mr. Case with fifteen items to be dealt with. She recommended that whomever the Township hires, the approach should be to share Mr. Steinberg’s expertise for transitional support to have independent confirmation that the township is going in the right direction; she believed that the Township Committee would make their own decision.

Ms. Gavigan also commented on oversight, on problems experienced for some time and the need to correct them at this point and manage them, mentioning an \$8,000 expense for software, an investment in hours figuring out prior management, and the lack of service to the taxpayers of East Amwell. She concluded by adding “a watched pot never boils over,” having a degree of separation between the auditor, and avoiding the same problems that the County has and is experiencing.

Mayor Sageser asked about Mr. Steinberg’s confidence in the current auditors. Mr. Steinberg has confidence in them and has worked with them before. Ms. Gavigan voiced her confidence in Mr. Steinberg’s performance and asked that someone look over the auditor’s shoulders. She said that she knows our problems and there is direction to follow, and she felt that “execution is not so hot.”

Mr. Steinberg said he spoke about “negative stuff,” but last year is done. He felt that the AFS was prepared well. He was reluctant to start the budget process, stating that whoever takes over should be part of the process from the ground up. He agreed that some transition was important and it would be helpful to spend time together. He commented that had their plan been implemented, Jeannine would have seen the process through and there would be no fires to put out. He would have provided the Township with time to go through gyrations for the future. He thanked those who supported him, stating that it has not been easy on the Township or on him, and he was glad that “it came up good.”

Mr. Steinberg said that he has already started in Plainfield, and he has a mess there too. He said that he would be open to a proposal if he was available and may be able to work out a night or two. Mr. Miller asked a question about Mr. Steinberg’s reporting process in Plainfield; he reports to a head of economic development, who reports to the Mayor.

Motion by Mr. Van Horn, seconded by Mr. Miller, and carried unanimously to close to the public.

Mayor Sageser agreed to a short break at 9:20 p.m. before entering executive session.

**RESOLUTION TO ENTER EXECUTIVE SESSION**

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**RESOLUTION #47-14**

WHEREAS, the Open Public Meetings Act, P.L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, East Amwell Township Committee is of the opinion that circumstances presently exist; and

WHEREAS, the governing body of the Township of East Amwell wishes to discuss personnel (Finance Office); and

WHEREAS, minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then minutes can be made public;

NOW, THEREFORE, BE IT RESOLVED that the public be excluded from this meeting.

By Order of the Township Committee,

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Dart Sageser, Mayor

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Motion by Mr. Van Horn, seconded by Deputy Mayor Wang-Iverson, and carried unanimously to approve the resolution.

Executive session began at 9:26 p.m.

The special meeting resumed at 10:05 p.m.

APPOINTMENT FOR FINANCE OFFICE

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**RESOLUTION #48-14**

BE IT RESOLVED by the Township Committee of the Township of East Amwell that they hereby appoint William Pandos to the position as the Acting Chief Financial Officer until he has achieved certification within 18 months and at that time of certification, the Township Committee will determine the appointment as CFO; and

BE IT FURTHER RESOLVED that Mr. Pandos’s employment is based on a three day in office work week at a salary of \$40,000 per year, prorated from start date, amending the Salary and Wage Resolution accordingly; he will not be entitled to medical benefits, and his vacation, personal, and sick days will be based on a twenty hour per week scale, per policy.

By Order of the Township Committee,

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Dart Sageser, Mayor

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Motion by Deputy Mayor Wang-Iverson, seconded by Mr. Mathews, and carried unanimously by roll call vote: Mr. Van Horn, yes, Mr. Wang-Iverson, yes; Mr. Mathews, yes; Mr. Miller, yes; Mr. Sageser, yes.

Mr. Matheny was thanked for posting the position and characterizing the field, and Mayor Sageser commented on “lessons well learned ... and a new beginning.”

The Committee thanked Assistant Treasurer Christine Rosikiewicz, in the audience, for her efforts and what she was able to do for the township, wishing her good health. She was asked for bullet points to share, but she had none at this time.

Mayor Sageser commented on the municipal budget being on hold until the new CFO is up to speed.

Mr. Matheny said that the previous Summer Playground Coordinator, Kathy Veith, wants to know if summer playground will be budgeted this year, looking for a commitment for the program. If agreed, Mr. Matheny will hire staff, and he asked if fees would be the same as last year. Both Mr. Miller and Mr. Mathews gave their support for the program, with Mr. Mathews

adding that it was “well led, almost break even ... and if in the temporary budget, had no objection.” There was a consensus to proceed with summer playground for 2014.

Deputy Mayor Wang-Iverson mentioned a request from Tax Assessor Marianne Busher regarding the tax appeal filed by Eric Associates, owners of the Peacock building, based on the loss of the building after a fire. Because the books were closed at the end of the year, she has no statutory basis to approve the appeal, although the Township Committee could approve it. What the request would entail is zeroing out the assessment on the improvements. The anticipated tax revenue would still be expected for the schools and township, and the township would be responsible to make it up, i.e., \$9,000 for school and \$1,300 for the township. A decision was not necessary tonight, but Deputy Mayor Wang-Iverson was not sure that the Township would be able to make up the loss due to constraints. Mayor Sageser agreed that no decision would be reached tonight, adding that Zoning Officer, Dick McManus, is looking into the complicated issues of rebuilding in the exact manner, based on the 20% remaining portion of the building. Additionally, the property was insured for income for the rest of the year, and there was property insurance. Deputy Mayor Wang-Iverson said that the Assessor advised him that there is paperwork about rental income that is sent to property owners, and the owner has not responded for the past couple of years. Mr. Mathews asked about where to draw a line and about devaluation for other reasons, and he was concerned about setting precedent, which he was not comfortable about yet. Further comments were exchanged with the hope that the owner can rebuild.

Frances Gavigan, in the audience, asked for more information on the appointed CFO. Mr. Matheny outlined the following: The new CFO will be William Pandos, who is currently Acting CFO in Mansfield, Warren County, working there for 18 months. He has private sector experience, a B.S. in Economics, MBA from Fairleigh Dickinson, has completed the majority of his CMFO classes and will sit for the exam in June, has significant financial and accounting background (with various companies outlined), and he prepared an AFS in Mansfield with good reviews.

There being no further business, motion by Deputy Mayor Wang-Iverson, seconded by Mr. Miller, and carried unanimously to adjourn the meeting at 10:20 p.m.

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Teresa R. Stahl, RMC/CMC  
Municipal Clerk