

February 6, 2018
REORGANIZATION MEETING

Prepared by:
CAREY ITALIANO

**POLLUTION CONTROL FINANCING AUTHORITY
OF SALEM COUNTY
February 6, 2018 at 5:30p.m.
Old Court House, 2nd Floor,
Broadway and Market Streets
Salem, NJ 080079**

REORGANIZATION MEETING MINUTES

Call to Order

The Pollution Control Financing Authority (“PCFA”) of Salem County’s February 7, 2018 meeting was called to order by Fran Grenier as Chairman at 5:30 p.m. Flag Salute commenced.

Roll Call

The Authority members present were: Fran Grenier, Chairman; Joe Racite, Vice-Chairman (tele-conference); Marjorie Sperry; Veronica Merriel; and Andrew Ware Also present were; Authority Clerk, Carey Italiano; Niki Trunk, Esq., Authority Attorney; Katie B. Coleman, Esq., CFO and Freeholder Deputy Director Charles Hassler.

Open Public Meetings Act

The Statement of the Open Public Meetings Act was read by Chairman Fran Grenier:

ADEQUATE NOTICE OF THE POLLUTION CONTROL FINANCING AUTHORITY OF SALEM COUNTY MEETING HAS BEEN PROVIDED AS REQUIRED N.J.S.A. 10:4-6, et.seq., THE “OPEN PUBLIC MEETINGS ACT” BY ADVANCE WRITTEN NOTICE TO TWO NEWSPAPERS, POSTING ON THE PUBLIC NOTICE BULLETIN BOARD IN THE COUNTY OFFICES, AND FILING WITH THE SALEM COUNTY CLERK.

Resolution No. 2018-04: Appointing Officers for 2018

- i. A motion was made by Marjorie Sperry, seconded by Veronica Merriel to the following positions:

**Chairman Fran Grenier
Vice-Chairman Joseph Racite
Secretary Marjorie Sperry
Assistant Secretary Andrew Ware
Treasurer Veronica Merriel
Assistant Treasurer Andrew Ware**

- ii. All were in favor. The motion was carried.

Approval of Minutes

- i. A motion was made by Marjorie Sperry to approve the minutes of the regular meeting held on January 9, 2018, seconded by Andrew Ware. Veronica Merriel abstained for not being present at that meeting. The motion was carried. The Minutes were approved.

Resolution No. 2018-05: Appointing Clerk

- i. A motion was made by Marjorie Sperry to appoint Carey Italiano as Clerk. This motion was seconded by Andrew Ware. All were in favor. The motion was carried.

Resolution No. 2018-06: Authorizing Agreement for Professional Legal Services

- i. A motion was made by Marjorie Sperry to appoint Niki Trunk, Esq. for Legal Services. This motion was seconded by Andrew Ware. All were in favor. The motion was carried.

Resolution No. 2018-07: Authorizing Agreement for Professional Auditing and Accounting Services

- i. A motion was made by Marjorie Sperry to appoint Ray Colavita of Nightlinger, Colavita and Volpa, for Auditing & Accounting Services. This motion was seconded by Veronica Merriel. All were in favor. The motion was carried.

Resolution No. 2018-08: Authorizing Agreement for Bond Counsel Legal Services

- i. A motion was made by Marjorie Sperry to appoint John Cantalupo of Archer & Greiner for Bond Counsel Legal Services. This motion was seconded by Joe Racite. All were in favor. The motion was carried.

Resolution No. 2018-09: Authorizing Agreement for Financial Services

- i. A motion was made by Veronica Merriel to appoint Katie B. Coleman of Katie B. Coleman, LLC for Financial Services. This motion was seconded by Fran Grenier.

Marjorie Sperry asked if there is reimbursement for travel. Katie Coleman replied that there is not.

All were in favor. The motion was carried.

Resolution No. 2018-10: Designating Meeting Dates for the Pollution Control Financing Authority of Salem County for the Year 2018

- i. A motion was made by Marjorie Sperry to appoint future regular meetings dates as follows: March 6, April 3, May 1, June 12, July 3, August 7, September 4, October 2, November 13, December 4, of 2018 and January 8, 2019. This schedule is in effect until the next annual reorganization meeting of the Pollution Control Financing Authority of Salem County, which will be held on February 5, 2019. All meetings of the Pollution Control Financing Authority of Salem County will commence at 5:30 p.m., and will be conducted at the Olde Court House, 2nd Floor, corner of Broadway and Market Street, Salem, New Jersey 08079. This motion was seconded by Veronica Merriel. All were in favor. The motion was carried.

Resolution No. 2018-11: Designating Depositories for the Year 2018

- i. A motion was made by Marjorie Sperry to appoint the following Banks as depositories for the Pollution Control Financing Authority of Salem County funds, which shall be deposited in separate designated accounts: Fulton Bank. This motion was seconded by Veronica Merriel. All were in favor. The motion was carried.

Resolution No. 2018-12: Designating Official Newspaper and Place of Posting

- i. A motion was made by Marjorie Sperry to appoint The South Jersey Times and The Elmer Times, newspapers circulating within Salem County, as the official newspapers of the Pollution Control Financing Authority of Salem County for the year 2018. This motion was seconded by Veronica Merriel. All were in favor. The motion was carried.

Resolution No. 2018-13- Adoption of 2018 Fiscal Budget

- i. It was motioned by Marjorie Sperry and seconded by Veronica Merriel to open the Public Hearing on the Adoption of 2018 Fiscal Budget. All were in favor. The motion was carried 5/0.
- ii. It was motioned by Marjorie Sperry and seconded by Veronica Merriel to close the Public Hearing on the Adoption of 2018 Fiscal Budget. All were in favor. The motion was carried 5/0.
- iii. It was motioned by Marjorie Sperry and seconded by Veronica Merriel to adopt Resolution 2018-13: Adoption of 2018 Fiscal Budget. Roll Call Vote: Fran Grenier: For, Joe Racite: For, Marjorie Sperry: For, Veronica Merriel: For, and Andrew Ware: For. The motion was carried 5/0.

Resolution No. 2018-15- Resolution to Amend 2018 Fiscal Budget

- i. It was motioned by Marjorie Sperry and seconded by Veronica Merriel to amend the 2018 Budget. The amendment includes transferring money from the Secretary/Treasurer account to Capital Appropriations. The new Secretary/treasurer total for 2018 will now be \$22,500. All were in favor. The motion was carried 5/0.

Resolution No. 2018-14: Designating Depositories Bank Signatories For The Year 2018

- i. A motion was made by Marjorie Sperry to appoint the following as authorized signatories for the Pollution Control Financing Authority of Salem County, Chairman Fran Grenier, Treasurer Veronica Merriel, and CFO Katie B. Coleman. This motion was seconded by Veronica Merriel. All were in favor. The motion was carried.

Financial Report and Payment of Bills

- i. Ended fiscal year January 31, 2018 with fund balance of \$256,631.82
- ii. Three bills to be paid
 - a. Assured Partners. - #17-021 - \$3,459.47
 - b. Niki Trunk, Esq. - #17-022 - \$385.00
- iii. It was motioned by Marjorie Sperry and seconded by Joe Racite to accept the Payments and Bills. All were in favor. The motion was carried.
- iv. The Financial report was presented by Katie B. Coleman. It was motioned by Veronica Merriel and seconded by Fran Grenier to accept the Financial Report. All were in favor. The motion was carried.

Old Business

- i. None

New Business

- i. None

Public Portion

- i. The meeting was opened for public comment. No public was present.

Reminder: Next meeting is scheduled for Tuesday, March 5th, 2018.

Adjournment

- i. A motion was made by Marjorie Sperry with a second by Veronica Merriel to adjourn meeting. All were in favor. The motion was carried. Approximately 5:55 p.m. the meeting adjourned

Respectfully submitted by,

Carey Italiano

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