

# Board of Supervisors Reorganization Meeting

January 2, 2024 | 7:00 p.m.

## 1. Administration of the Oath of Office - The Honorable Brian T. McGuffin

The Honorable Brian T. McGuffin swore in Auditor Susan Corcoran, Auditor Matthew Diaz, and Supervisor Michael Ksiazek.

## 2. Call to Order and Pledge of Allegiance

Ms. Payne called the meeting to order at 7:05 p.m.

## 3. Roll Call

After the Pledge of Allegiance Ms. Hannah called roll. Supervisors Ksiazek, Payne, Quirple, Hannah, and Kane attended the meeting along with the Township Manager Stephanie Teoli Kuhls, Assistant Township Manager Nick Valla, Solicitor James Esposito, and Township Engineer Isaac Kessler. Supervisor Quirple attended virtually.

Ms. Hannah announced that Chief Joseph Bartorilla, Director of Finance Mega Bhandary, Director of Building and Zoning, Jim Ennis, Director of Public Works, Eric Gartenmayer and Director of Parks & Recreation Paul Kopera were in attendance.

## 4. Organization of the Board of Supervisors:

A motion was made by Ms. Payne, seconded by Ms. Hannah to elect Mike Ksiazek as Chairperson. Motion carried by a vote of 5-0.

A motion was made by Ms. Payne, seconded by Mr. Ksiazek to elect Bernadette Hannah as Vice Chairperson. Motion carried by a vote of 5-0.

A motion was made by Ms. Payne, seconded by Ms. Hannah to elect Dawn Quirple as Secretary. Motion carried by a vote of 5-0.

## 5. Consideration of appointing Curtin & Heefner as Township Solicitor.

A motion was made by Ms. Payne, seconded by Ms. Hannah, to appoint Curtin & Heefner as Township Solicitor.

Ms. Kane questioned the significant rate increase of 8.5%.

James Esposito, Township Solicitor, explained that rates have not increased in a few years and an assessment of was done of Townships in the area to be in line with the average.

Motion carried by a vote of 5-0.

**6. Consideration of appointing Paul Lang of Parlow & Lang as Township Conflict Attorney.**

A motion was made by Ms. Payne, seconded by Ms. Quirple, to appoint Paul Lang of Parlow & Lang as Township Conflict Attorney. Motion carried by a vote of 5-0.

**7. Consideration of appointing David Truelove of Hill Wallack as Labor Attorney.**

A motion was made by Ms. Payne, seconded by Ms. Hannah to appoint David Truelove of Hill Wallack as Labor Attorney. Motion carried by a vote of 5-0.

**8. Consideration of appointing Remington & Vernick Engineers as Township Engineer.**

A motion was made by Ms. Payne, seconded by Ms. Hannah, to appoint Remington Vernick Engineers as Township Engineer.

Ms. Kane questioned the rate increase of about 5% this year and noted the significate rate increase in 2023.

Dominic Cundari, Township Engineer, explained that similarly Remington & Vernick Engineers did an assessment of engineering firms in the area and the slight increase is comparable to retaining the top-level staff that is supporting the Township.

Motion carried by a vote of 5-0.

**9. Consideration of appointing Phil Wursta of Traffic Planning & Design as Township Traffic Engineer.**

A motion was made by Ms. Payne, seconded by Ms. Hannah to appoint Phil Wursta of Traffic Planning & Design as Township Traffic Engineer. Motion carried by a vote of 5-0.

**10. Consideration of appointing the Township Manager to the positions of Treasurer and Assistant Secretary and Chief Administrative Officer to Pensions.**

A motion was made by Ms. Payne, seconded by Ms. Quirple, to appoint the Township Manager to the positions of Treasurer and Assistant Secretary and Chief Administrative Officer to Pensions. Motion carried by a vote of 5-0.

11. **Consideration of appointing the Finance Director as Assistant Treasurer.**

A motion was made by Ms. Payne, seconded by Ms. Kane to appoint the Finance Director as Assistant Treasurer. Motion carried by a vote of 5-0.

12. **Consideration of establishing and authorizing advertisement of 2024 public meetings of the Board of Supervisors.**

A motion was made by Ms. Payne, seconded by Ms. Kane, to establish, and advertise the 2024 public meeting dates of the Board of Supervisors. Motion carried by a vote of 5-0.

13. **Consideration of establishing bond limits in the amount of \$1.5 Million for Treasurer, Assistant Treasurer, and Township Manager for the faithful performance of the duties of said offices.**

A motion was made by Ms. Payne, seconded by Ms. Hannah to establish bond limits in the amount of \$1.5 Million for Treasurer, Assistant Treasurer, and Township Manager for the faithful performance of the duties of said offices. Motion carried by a vote of 5-0.

14. **Consideration of appointing a Chairperson to the Vacancy Board for 2024.**

A motion was made by Ms. Payne, seconded by Ms. Hannah, to appoint Helene Ratner as Vacancy Board Chairperson.

Motion carried on a 4-1 vote with Ms. Kane in opposition.

15. **Consideration of Boards & Commission appointments.**

Action: Ms. Quirple made a motion to appoint Namish Siddiqui to the Humans Relations Commission for a 2-year term to expire on 12-31-2025 seconded by Ms. Payne. Motion carried by a vote of 5-0.

Mr. Ksiazek congratulated Namish Siddiqui on the appointment to the Humans Relations Commissions.

Action: Ms. Payne made a motion to appoint Richard Gennetti to the Zoning Hearing Board for a 5-year term to expire on 12-31-2028 seconded by Ms. Hannah.

Ms. Kane requested Mr. Gennetti's professional background and qualifications as a member of the Zoning Hearing Board. Ms. Payne provided Mr. Gennetti's professional background, adding that he has previously served twice on the Zoning Hearing Board.

Motion carried by a vote of 5-0.

Ms. Payne made a motion to reappoint the following individuals to their respective Boards and Commissions:

**Humans Relations Commission**

James Henderson to the Human Relations Commission for a 2-year term to expire on 12-31-2025.

Alexander Kaback to the Human Relations Commission for a 2-year term to expire on 12-31-2025.

David Till to the Human Relations Commission for a 2-year term to expire on 12-31-2025.

**Environmental Advisory Committee**

Gerry Bender to the Environmental Advisory Committee for a 3-year term to expire on 12-31-2026.

John Lopuszanski to the Environmental Advisory Committee for a 3-year term to expire on 12-31-2026.

**Financial Advisory Committee**

George Dranginis to the Financial Advisory Committee for a 4-year term to expire on 12-31-2027.

Navin Sharma to the Financial Advisory Committee for a 4-year term to expire on 12-31-2027.

**Parks & Recreation Board**

Deborah Marchesani to the Parks & Recreation Board for a 3-year term to expire on 12-31-2026.

Helene Ratner to the Parks & Recreation Board for a 3-year term to expire on 12-31-2026.

**Planning Commission**

Keith Auerswald to the Planning Commission for a 4-year term to expire on 12-31-2027.

**Technical Code Board of Appeals**

Harry Arnold to the Technical Code Board of Appeals for a 5-year term to expire on 12-31-2028.

Roberta Laney to the Technical Code Board of Appeals for a 5-year term to expire on 12-31-2028.

**Historic Preservation Commission**

John Allen to the Historic Preservation Commission for a 3-year term to expire on 12-31-2026.

Mark Shubin to the Historic Preservation Commission for a 3-year term to expire on 12-31-2026.

**Citizens Traffic Commission**

James Flynn to the Citizens Traffic Commission for a 3-year term to expire on 12-31-2026.

Seconded by Ms. Kane.

Ms. Kane thanked all Boards & Commission members that were reappointed and continues to serve the community.

Motion carried by a vote of 5-0.

**16. Consideration of approving Township Manager employment agreement.**

A motion was made by Ms. Payne, seconded by Ms. Quirple to approve the Township Manager employment agreement.

Ms. Kane noted that every two years, due diligence is done to understand where the industry is and standards are, and this contract is within it. She added by commenting that the Township has an extremely talented and experienced Township Manager, and we are lucky to have Ms. Teoli Kuhls.

Motion carried by a vote of 5-0.

**17. Consideration of approving Chief of Police employment agreement.**

A motion was made by Ms. Kane, seconded by Ms. Payne to approve the to approve the Chief of Police employment agreement. Motion carried by a vote of 5-0.

**18. Consideration of approving the Minutes of the December 11, 2023, Public Meeting of the Middletown Township Board of Supervisors.**

A motion was made by Ms. Kane, seconded by Ms. Hannah to approve the minutes of the December 11, 2023, meeting. Motion carried on a 5-0 vote.

**19. Public Comment**

Richard Gennetti thanked the members of the Board of Supervisors for his appointment to the Zoning Hearing Board, adding that he is honored to serve again.

**20. Other Business**

Mr. Esposito announced that the Board of Supervisors held an executive session prior to this meeting to discuss ongoing litigation and personnel matters. He also thanked the Board for their confidence in reappointing him as the Township Solicitor.

Ms. Teoli Kuhls thanked the Board for their vote of confidence in renewing her agreement as she is happy to continue to serve the citizens of Middletown Township. She also congratulated Mr. Ksiazek for being sworn in as Chairperson. She concluded that she looks forward to working with the Board in 2024.

Ms. Hannah wished everyone a Happy New Year.

Ms. Payne expressed her gratitude to the staff and her colleagues on the Board of Supervisors for the honor and privilege to be Chairperson in 2023. She also congratulated Mr. Ksiazek on his appointment as Chairperson.

Mr. Ksiazek thanked Ms. Payne for her service as Chairperson, as it was an honor to have her leading the Board of Supervisors.

He thanked the Board for their confidence, allowing him to serve another term as Chairperson.

He thanked everyone that was appointed and reappointed to various Boards and Commissions tonight, as the Township Boards and Commissions are vital, and he understands the sacrifice and commitment involved in serving on these boards.

Mr. Ksiazek congratulated the new auditors, Ms. Corcoran, and Mr. Diaz.

He concluded by thanking all Township Professionals appointed tonight, adding how vital they are to the function of the Township. He thanked each of them for their service to the community.

## 21. **Adjournment**

Ms. Payne moved to adjourn the public meeting of the Middletown Township Board of Supervisors public meeting at 7:28 p.m., seconded by Ms. Kane. Motion carried by a vote of 5-0.