

DOWNE TOWNSHIP COMMITTEE  
REORGANIZATION MEETING  
JANUARY 4, 2021  
6:00 P.M.

The Downe Township Committee met in the Meeting Room of the Municipal Complex and via teleconference on Monday, January 4, 2021 at 6:00 p.m. Committee members present were Edward Bart and Michael L. Rothman. Members via teleconference were Stephen Byrne and Steve Burt. Committeeman Campbell was absent. Solicitor Rebecca Bertram was present.

CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE / STATEMENT  
REGARDING COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

Deputy Mayor Michael L. Rothman called the meeting to order; led the Pledge of Allegiance and stated that the meeting was being held in compliance with the Open Public Meetings Act.

ADMINISTER OATH OF OFFICE

Edward Bart and Stephen Byrne were sworn into office by Rebecca Bertram, Municipal Solicitor, and will serve as members of the Downe Township Committee for a three (3) year term (2021 – 2023).

NOMINATION/APPOINTMENT OF MAYOR BY TOWNSHIP COMMITTEE

Mr. Bart nominated Mr. Rothman for the position of Mayor. A motion was made by Bart and seconded by Byrne to nominate/appoint Michael L. Rothman, Mayor of the Township of Downe for the year 2021. There were no other nominations.

ROLL CALL

As it pertains to the nomination of Michael L. Rothman as Mayor for the year 2021.

Roll Call:     Aye – Bart, Burt, Byrne, and Rothman  
                  Nay – 0  
                  Absent - Campbell

ADMINISTER OATH OF OFFICE

Municipal Solicitor Rebecca Bertram administered the oath of office to Mayor Michael L. Rothman.

NOMINATION/APPOINTMENT OF DEPUTY MAYOR BY TOWNSHIP  
COMMITTEE

Mr. Rothman nominated Mr. Bart for the position of Deputy Mayor. A motion was made by Rothman and seconded by Byrne to nominate/appoint Edward Bart, Deputy Mayor of the Township of Downe for the year 2021. There were no other nominations.

ROLL CALL

As it pertains to the nomination of Edward Bart as Deputy Mayor for the year 2021.

Roll Call: Aye – Bart, Burt, Byrne, and Rothman  
Nay – 0  
Absent – Campbell

#### ADMINISTER OATH OF OFFICE

Municipal Solicitor Rebecca Bertram administered the oath of office to Deputy Mayor Edward Bart.

#### ROLL CALL OF 2021 TOWNSHIP COMMITTEE MEMBERS

Present – Bart, Burt, Byrne, and Rothman  
Absent - Campbell

#### RESOLUTIONS

- R-01-2021 *Appointing Rebecca J. Bertram, Esquire the Municipal Solicitor for a One (1) Year Term*
- R-02-2021 *Appointing Thomas J. Tedesco, PE, the Municipal Engineer for a One (1) Year Term*
- R-03-2021 *Appointing Thomas J. Tedesco, PE, the Stormwater Management Manager for a One (1) Year Term*
- R-04-2021 *Designating Thomas J. Tedesco, PE as Public Agency Compliance Officer for a One (1) Year Term*
- R-05-2021 *Appointing Ford Scott & Associates, LLC, Municipal Accountant for a One (1) Year Term*
- R-06-2021 *Designating Municipal Depositories for the Township of Downe*
- R-07-2021 *Cash Management Plan*
- R-08-2021 *Establishing 2021 Meeting Dates for the Downe Township Committee*
- R-09-2021 *Designating Official Newspapers for the Township of Downe*
- R-10-2021 *Resolution Appointing Office of Emergency Management (OEM) Deputy Coordinator of the Township of Downe*
- R-11-2021 *Resolution of Downe Township Committee Per N.J.S.A. 54:4-67 and 54:5 et al., Fixing Delinquency Rate and Penalty and Enforcement of Delinquent Taxes and Assessments*
- R-12-2021 *Resolution Designating 2021 Holiday Observances*
- R-13-2021 *Resolution Adopting the 2021 Temporary Budget*
- R-14-2021 *Resolution Authorizing Professional Services Agreement with James M. Rutala Associates, LLC as Grant Program Coordinator for One (1) Year Term*
- R-15-2021 *Resolution Appoint Bond Counsel*
- R-16-2021 *Resolution Appointing Animal Control Officer for the Township of Downe*
- R-17-2021 *Resolution Appointing Tax Map Maintenance Land Surveyor for a One (1) Year Term*
- R-18-2021 *Resolution Appointing a Risk Management Consultant for the Atlantic County Municipal Joint Insurance Fund*
- R-19-2021 *Resolution Appointing Safety Coordinator for Municipal Joint Insurance Fund*
- R-20-2021 *Resolution Appointing Municipal Joint Insurance Fund Commissioner*
- R-21-2021 *Resolution Appointing Pest Control Services for the Township of Downe*

- R-22-2021     *Resolution Authorizing the Mayor to Appoint Department Heads for the Township of Downe*  
R-23-2021     *Approving an Agreement with the Downe Township Seniors, Inc., and the Township of Downe to Use the Premises for Public Purpose and Authorizing the Mayor and Municipal Clerk to Execute Agreement*  
R-24-2021     *Resolution of Appointments for the Township of Downe*  
R-25-2021     *Resolution Appointing Alternate Fund Commissioner to Atlantic County JIF for the Township of Downe*  
R-26-2021     *Appointing Animal Shelter Service Provider for the Township of Downe*

A motion was made by Bart and seconded by Byrne to adopt Resolution Nos. R-01-2021 thru R-09-2021.

Roll Call:     Aye – Burt, Byrne, Bart, and Rothman  
                  Nay – 0  
                  Absent - Campbell

Vote: The resolutions were approved.

Resolution R-10-2021 Appointing Office of Emergency Management Deputy OEM Coordinator for Township of Downe is Tabled until next meeting.

A motion was made by Bart and seconded by Burt to adopt Resolution Nos. R-11-2021 thru R-17-2021.

Roll Call:     Aye – Burt, Byrne, Bart, and Rothman  
                  Nay – 0  
                  Absent - Campbell

Vote: The resolution was approved.

A motion was made by Byrne and seconded by Rothman to adopt Resolution Nos. R-18-2021 thru R-19-2021

Roll Call:     Aye – Burt, Byrne, Bart, and Rothman  
                  Nay – 0  
                  Absent - Campbell

Vote: The resolution was approved.

Resolution R-20-2021 Appointing Municipal Joint Insurance Fund Commissioner for Township of Downe is Tabled until next meeting.

A motion was made by Bart and seconded by Byrne to adopt Resolution Nos. R-21-2021 thru R-24-2021.

Roll Call:     Aye – Burt, Byrne, Bart, and Rothman  
                  Nay – 0  
                  Absent - Campbell

Vote: The resolution was approved.

Resolution R-25-2021 Appointing Alternate Fund Commissioner to Atlantic County JIF for Township of Downe is Tabled until next meeting.

A motion was made by Bart and seconded by Byrne to adopt Resolution No. R-26-2021.

Roll Call: Aye – Burt, Byrne, Bart, and Rothman  
Nay – 0  
Absent - Campbell

Vote: The resolutions were approved.

#### PUBLIC COMMENT

On a motion by Bart and seconded by Byrne, the meeting was opened to the public for comment.

Vote: All in favor

Mayor Rothman asked if there was anyone from the public who wished to address the Committee.

Kary Wilson of Newport asked if all resolution will be available on the website. Mayor Rothman answered yes, they all will be posted.

There being no comments from the public, the segment was closed on a motion by Bart and seconded by Byrne.

Vote: All in favor

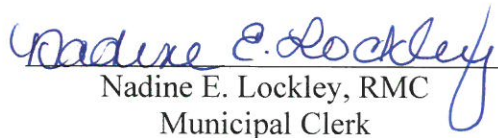
#### NEXT MEETING

Mayor Rothman stated our regular January Township Committee meeting will be held on Monday, January 11, 2021 at 7:00pm.

#### ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Bart seconded by Byrne.

Vote: All in favor

  
Nadine E. Lockley, RMC  
Municipal Clerk