

TOWNSHIP OF WINSLOW

MUNICIPAL COMPLEX
125 SOUTH ROUTE 73
WINSLOW TOWNSHIP, NEW JERSEY 08037

REQUEST FOR PUBLIC RECORDS

JUN - 1 2007

Name: _____

Address: _____

Telephone (Day) _____

E: _____

5081

Information Requested:

- Inspection or Copy of Minutes [specify board or entity, date, topic or other identifying information]
COPY OF RE-ORG. MINUTES FROM YEARS 1998 THRU 2007
JUST THE PAGES THAT LIST THE ASSIGNED DIRECTORSHIPS FOR
THE GOV. BODY EACH YEAR.
- Inspection or Ordinance or Resolution [specify date, number, or other identifying information]

Police Accident Report Fee: _____

Identify Accident: _____

Other [specify] _____

License Information [specify] _____

Information on a Specific Property Address _____

Block _____ Lot _____

Municipal Lien Search Fee: \$10.00
Municipal Lien Searches are provided by the designated search officer and will be provided within 15 days after the request is received and the fee paid, as provided in N.J.S.A. 54:5-11, et seq.

List of Property Owners within 200' Fee: _____
As provided in N.J.S.A. 40:55D-12, the fee is the greater of \$.25 per name or \$10.00

**RESOLUTION AUTHORIZING OR APPOINTING DIRECTORSHIP FUNCTIONS,
DIRECTORS**

BE IT RESOLVED by the Mayor and Township Committee of the Township of Winslow that the Directorships shall consist of the positions, offices, divisions and functions as provided herein;

DEPARTMENT OF PUBLIC SAFETY:

Police Department; Special Police; Police Physicians; Animal Control; School Crossing Guards; and Ambulance and Rescue.

DEPARTMENT OF REVENUE AND FINANCE:

Tax/Utility Collection and Revenue; Fiscal Inventories; and Payroll and Chief Financial Officer/Treasurer Division.

DEPARTMENT OF PUBLIC WORKS:

Streets and Highways; Municipal Driveways and Parking Lots; Street Signs and Lights; Road Inspections; Bridges; Drainage; Vehicle Maintenance; all Municipal Buildings; Landfill Closure; Contractual and Non-contractual Trash Collection and Recycling; Township Engineer coordination as to function of said Department through the Superintendent; Trash Transfer Station Building, security and maintenance; and Clean Communities Act.

DEPARTMENT OF ASSESSING:

All Municipal Tax Assessment functions.

SENIOR CITIZENS:

All Senior Citizen functions and Senior Citizen Advisory Committee matters.

DEPARTMENT OF MUNICIPAL UTILITIES:

All public water and public sewer matters; related matter with the Camden County Municipal Utilities Authority; Master Planning for Municipal Utilities; and Municipal Utilities Engineer.

DEPARTMENT OF PARKS, RECREATION AND COMMUNITY EVENTS:

Playgrounds and Parks; Municipal Recreation Programs; Recreation Advisory Committee; Celebrations; Community Events; and all Municipal Grounds.

R-33-04

COMMUNITY DEVELOPMENT AND PUBLIC RELATION:

Construction Inspections Department; Zoning Board of Appeals and Adjustment; Planning Board; Environmental Commission; and all Public Relations, including the Township Newsletter, Municipal Cable Channel 37 and Website.

DEPARTMENT OF ADMINISTRATION:

Administrative and Executive Department; Office of Municipal Clerk; Insurance; Office of the Court; Prosecutor; Indigent Defense; Township Solicitors; Personnel; Licensing and Permits; Purchasing; and Auditor.

DEPARTMENT OF HEALTH:

Board of Health; Health matters.

LIBRARY FUNCTIONS:

Camden County Branch Library Coordination; Library Reports.

PUBLIC ASSISTANCE:

Municipal Welfare; Board of Public Assistance; and Public Assistance Office.

BE IT FURTHER RESOLVED by the Mayor and Township Committee of the Township of Winslow that the following Township Committee members be and are hereby appointed **DIRECTORS** for the remainder of the fiscal year 2004 to the Departments as provided herein;

DEPARTMENT OF PUBLIC SAFETY

BARRY WRIGHT
DIRECTOR

DEPARTMENT OF REVENUE AND FINANCE

DAN DIFABIO
DIRECTOR

DEPARTMENT OF PUBLIC WORKS

CHALRES FLAMINI
DIRECTOR

DEPARTMENT OF ASSESSING

SUE ANN METZNER
DIRECTOR

SENIOR CITIZENS

BARRY M. WRIGHT.
DIRECTOR

DEPARTMENT OF MUNICIPAL UTILITIES

BARBARA HOLCOMB
DIRECTOR

DEPARTMENT OF PARKS, RECREATION AND COMMUNITY EVENTS

RUSSELL BATES
DIRECTOR

COMMUNITY DEVELOPMENT AND PUBLIC RELATIONS

CHARLES FLAMINI
DIRECTOR

DEPARTMENT OF ADMINISTRATION

BARBARA HOLCOMB
DIRECTOR

DEPARTMENT OF HEALTH

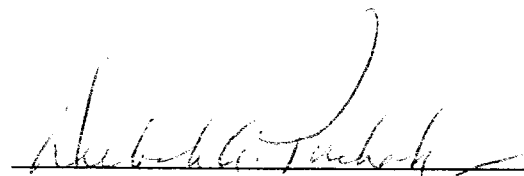
ALBERT H. COOPER
DIRECTOR

LIBRARY FUNCTIONS

JOSEPH A. PINO JR.
DIRECTOR

BE IT FURTHER RESOLVED that said Directors shall be responsible to the Mayor and Township Committee and the respective Department Heads shall be responsible to the Department Director unless otherwise provided by law.

ADOPTED: JANUARY 27, 2004


DEBORAH A. PUCHAKJIAN, RMC
Municipal Clerk


SUE ANN METZNER, Mayor

matters

Department of Municipal Utilities: All public water and public sewer matters; related matter with the Camden County Municipal Utilities Authority; Master Planning for Municipal Utilities; and Municipal Utilities Engineer

Department of Parks, Recreation and Community Events: Playgrounds and Parks, Municipal Recreation Programs, Recreation Advisory Committee, Celebrations, Community Events and all Municipal Grounds

Community Development and Public Relations: Construction Inspections Department, Economic Development Council, Zoning Board of Appeals and Adjustment, Planning Board, Environmental Commission, Public Relations, Township Newsletters and Municipal Channel 37.

Department of Administration: Administrative and Executive Department, Insurance, Township Solicitors, Personnel, Licensing and Permits, Purchasing and Auditor

Department of Health: Board of Health and Health Matters

Library Functions: Camden County Branch Library Coordination and Library Reports

Public Assistance: Municipal Welfare, Board of Public Assistance, Public Assistance Office and Municipal Drug Alliance

The following Township Committee Members are hereby appointed Directors for the fiscal year 1998 to the Departments listed:

Department of Public Safety: Committeeman Armano Jr., Director

Department of Revenue and Finance: Committeeman Bates, Director

Department of Public Works: Committeeman Tomasello, Director

Department of Assessing: Committeeman Dunn, Director

Senior Citizens: Committeewoman Pratt, Director

Department of Municipal Utilities: Committeewoman Holcomb, Director

Department of Parks, Recreation and Community Events: Committeewoman Holcomb, Director

Community Development and Public Relations: Committeeman Tomasello, Director

Department of Administration: Committeeman Armano Jr., Director

Department of Health: Committeeman Italiano, Director

Library Functions: Committeeman DiFabio, Director

January 2, 1998

fiscal year 1999 to the Departments listed:

Department of Public Safety: Committeeman Armano Jr., Director

Department of Revenue and Finance: Committeeman Bates, Director

Department of Public Works: Committeeman Tomasello, Director

Department of Assessing: Committeeman DiFabio, Director

Senior Citizens: Committeewoman Pratt, Director

Department of Municipal Utilities: Committeewoman Holcomb, Director

Department of Parks, Recreation and Community Events: Committeewoman Holcomb, Director

Community Development and Public Relations: Committeeman Tomasello, Director; Committeeman DiFabio, Deputy Director

Department of Administration: Committeeman Armano Jr., Director

Department of Health: Committeeman Italiano, Director

Library Functions: Committeeman Bates, Director

A **MOTION** was made by Committeewoman Holcomb and seconded by Committeeman Armano Jr. to adopt the aforementioned Resolution.

A roll call indicated the following vote:

Committeeman Italiano, yes

Committeeman Tomasello, yes

Committeeman Dunn, yes

Committeewoman Pratt, yes

Committeeman Bates, yes

Committeewoman Holcomb, yes

Committeeman Armano Jr., yes

Committeeman DiFabio, yes

Mayor Sue Ann Metzner, yes

The motion carried unanimously.

R-011-99 **Resolution appointing Russell Bates as Deputy Mayor for the fiscal year 1999**

A **MOTION** was made by Committeewoman Holcomb and seconded by Committeeman Armano Jr. to adopt the aforementioned Resolution.

A roll call indicated the following vote:

Committeeman Italiano, no

January 5, 1999

Department of Administration: Administrative and Executive Department, Insurance, Township Solicitors, Personnel, Licensing and Permits, Purchasing and Auditor

Department of Health: Board of Health and Health Matters

Library Functions: Camden County Branch Library Coordination and Library Reports

Public Assistance: Municipal Welfare, Board of Public Assistance and Public Assistance Office

The following Township Committee Members are hereby appointed Directors for the fiscal year 2000 to the Departments listed:

Department of Public Safety: Committeeman Armano Jr., Director

Department of Revenue and Finance: Committeeman Armano Jr., Director

Department of Public Works: Committeeman Tomasello, Director

Department of Assessing: Committeeman Dunn declined 1/6/2000

Senior Citizens: Committeeman DiFabio, Director

Department of Municipal Utilities: Committeewoman Holcomb, Director

Department of Parks, Recreation and Community Events: Committeewoman Holcomb, Director; and Committeeman DiFabio, Deputy Director

Community Development and Public Relations: Committeeman Tomasello, Director

Department of Administration: Committeeman Armano Jr., Director

Department of Health: Committeeman Bates, Director

Library Functions: Committeeman Bates, Director

A MOTION was made by Committeewoman Holcomb and seconded by Committeeman Armano Jr. to adopt the aforementioned Resolution.

Committeewoman Pratt questioned why the Mayor and she were not appointed to any directorships, indicating same seems a little odd. There were no responses to her question.

Committeeman Dunn declined his appointment of Directorship to the Department of Assessing.

A roll call indicated the following vote:

Committeeman Italiano, no

Committeeman Tomasello, yes

Committeeman Dunn, no

Committeewoman Pratt, no

Committeeman Bates, yes

January 6, 2000

Department of Parks, Recreation and Community Events: Playgrounds and Parks, Municipal Recreation Programs, Recreation Advisory Committee, Celebrations, Community Events and all Municipal Grounds

Community Development and Public Relations: Construction Inspections Department, Economic Development Council, Zoning Board of Appeals and Adjustment, Planning Board, Environmental Commission and all Public Relations, including the Township Newsletters, Municipal Cable Channel 37 and Website.

Department of Administration: Administrative and Executive Department, Insurance, Township Solicitors, Personnel, Licensing and Permits, Purchasing and Auditor

Department of Health: Board of Health and Health Matters

Library Functions: Camden County Branch Library Coordination and Library Reports

Public Assistance: Municipal Welfare, Board of Public Assistance and Public Assistance Office

The following Township Committee Members are hereby appointed Directors for the fiscal year 2001 to the Departments listed:

Department of Public Safety: Committeeman Armano Jr., Director; Committeeman DiFabio, Deputy Director

Department of Revenue and Finance: Committeeman Armano Jr., Director

Department of Public Works: Committeeman Tomasello, Director

Department of Assessing: Mayor Sue Ann Metzner, Director

Senior Citizens: Committeeman DiFabio, Director

→ **Department of Municipal Utilities:** Committeewoman Holcomb, Director

Department of Parks, Recreation and Community Events: Committeewoman Holcomb, Director; Committeeman Italiano, Deputy Director

Community Development and Public Relations: Committeeman Italiano, Director; Committeeman Tomasello, Deputy Director

Department of Administration: Committeeman Armano Jr., Director

Department of Health: Committeeman Italiano, Director

Library Functions: Committeeman Bates , Director

A MOTION was made by Committeeman Armano Jr. and seconded by Committeewoman Holcomb to adopt the aforementioned Resolution.

A roll call indicated the following vote:

Committeeman Italiano, yes

January 6, 2001

Department of Parks, Recreation and Community Events: Playgrounds and Parks, Municipal Recreation Programs, Recreation Advisory Committee, Celebrations, Community Events and all Municipal Grounds

Community Development and Public Relations: Construction Inspections Department, Zoning Board of Appeals and Adjustment, Planning Board, Environmental Commission and all Public Relations, including the Township Newsletters, Municipal Cable Channel 37 and Website.

Department of Administration: Administrative and Executive Department, Insurance, Township Solicitors, Personnel, Licensing and Permits, Purchasing and Auditor

Department of Health: Board of Health and Health Matters

Library Functions: Camden County Branch Library Coordination and Library Reports

Public Assistance: Municipal Welfare, Board of Public Assistance and Public Assistance Office

The following Township Committee Members are hereby appointed Directors for the fiscal year 2002 to the Departments listed:


Department of Public Safety: Committeeman Bates, Director; Committeeman Italiano, Deputy Director

Department of Revenue and Finance: Committeeman DiFabio, Director; Committeeman Tomasello, Deputy Director

Department of Public Works: Committeeman Tomasello, Director

Department of Assessing: Mayor Sue Ann Metzner, Director

Senior Citizens: Committeeman Italiano, Director

 **Department of Municipal Utilities:** Committeewoman Holcomb, Director

Department of Parks, Recreation and Community Events: Committeewoman Holcomb, Director; Committeeman Italiano, Deputy Director

Community Development and Public Relations: Committeeman Italiano, Director

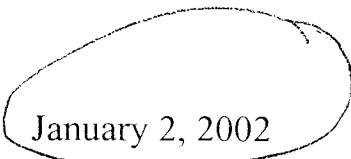
Department of Administration: Committeewoman Holcomb, Director

Department of Health: Committeeman Armano Jr., Director

Library Functions: Committeeman Tomasello, Director

A MOTION was made by Committeeman Armano Jr. and seconded by Committeewoman Holcomb to adopt the aforementioned Resolution.

A roll call indicated the following vote:

 January 2, 2002

Department of Health: Board of Health and Health Matters

Library Functions: Camden County Branch Library Coordination and Library Reports

Public Assistance: Municipal Welfare, Board of Public Assistance and Public Assistance Office

The following Township Committee Members are hereby appointed Directors for the fiscal year 2003 to the Departments listed:

Department of Public Safety: Committeeman Dan DiFabio, Director

Department of Revenue and Finance: Committeeman Dan DiFabio, Director

Department of Public Works: Committeeman Ronald Tomasello, Director

Department of Assessing: Mayor Sue Ann Metzner, Director

Senior Citizens: Committeeman Barry Wright, Director

Department of Municipal Utilities: Committeewoman Barbara Holcomb, Director

Department of Parks, Recreation and Community Events: Committeewoman Barbara Holcomb, Director

Community Development and Public Relations: Committeeman Charles Flamini, Director

Department of Administration: Committeeman Barry M. Wright and Deputy Director Committeewoman Barbara Holcomb

Department of Health: Committeeman Dan DiFabio, Director

Library Functions: Committeeman Albert H. Cooper, Director

A **MOTION** was made by Committeeman Bates and seconded by Committeeman DiFabio to adopt the aforementioned Resolution.

Mayor Metzner indicated at the November meeting a Resolution was adopted changing the Organizational Chart of the Department of Public Works to include the position of Purchasing Agent. Mayor Metzner indicated in the resolution before them, purchasing comes under the heading Department of Administration.

A discussion took place among the Committee and Mr. Patterson.

Mr. Patterson indicated he sent down a letter to the Governing Body after the November meeting indicating this position must be created by Ordinance, and same will be introduced at the January 2003 meeting.

Mayor Metzner indicated the Amendment to the Organization Chart was adopted in November and at that time she questioned if purchasing should be in Administration rather than the Department of Public Work.

Mr. Patterson indicated it was his feeling the Purchasing Agent should come under

January 2, 2003

Mayor Metzner questioned the wording in this Resolution regarding Emergency Management. She advised Emergency Management Coordinator reports directly to the Mayor.

Mr. Fanslau summarized/explained the wording in the Resolution.

Committeeman Wright advised that under Homeland Security everything should be coordinated with the Police Department.

Committeewoman Holcomb announced the Directors.

The following Township Committee Members are hereby appointed Directors for the fiscal year 2005 to the Departments listed:

- Dept. of Public Safety:** Barry M. Wright, Director
- Dept. of Revenue and Finance:** Dan DiFabio, Director
- Dept. of Public Works:** Charles Flamini, Director
- Dept. of Assessing:** Sue Ann Metzner, Director
- Senior Citizens:** Barry Wright, Director
- Dept. of Municipal Utilities:** Barbara Holcomb, Director
- Division of Parks, Recreation and Community Events:** Marie D. Lawrence, Director
- Community and Economic Development:** Charles Flamini, Director
- Dept. of Public Information:** Joseph Pino, Director
- Dept. of Administration:** Barbara Holcomb, Director
- Library Functions:** Joseph Pino, Director
- Liaison Division of Health:** Marie D. Lawrence
- Liaison to Municipal Drug Alliance:** Albert Cooper
- Liaison to Environmental Commission:** Albert Cooper
- Liaison to Public Assistance:** Karen D. Gibison



The motion carried.

R-12-05 RESOLUTION APPOINTING COMMITTEEWOMAN BARBARA HOLCOMB DEPUTY MAYOR OF THE TOWNSHIP OF WINSLOW

A Motion was made by Committeeman DiFabio and seconded by Committeewoman Lawrence to adopt the aforementioned Resolution.

Mayor Metzner questioned the language of the Resolution regarding the duties of the Deputy Mayor including

January 2, 2005

TOWNSHIP OF WINSLOW
 162ND RE-ORGANIZATION MEETING OF THE MAYOR AND TOWNSHIP
 COMMITTEE

JANUARY 2, 2007

R-09-07 Resolution Appointing Deputy Registrar Of Vital Statistics; Collector Of Municipal Utilities; W.T.M.U.D. Commission; Public Works Coordinator; Municipal Safety Coordinator; County Community Development Grant Representative & Alternate; Township/Police Physicians; Insurance Related Positions; Senior Citizens Coordinator; Authority To Open Bids; Tax Search Clerk; Alternate Tax Search Clerk; Privacy Officer (HIPPA)

A Motion was made by Committeeman Flamini and seconded by Committeewoman Lawrence to approve the aforementioned Resolution. The motion carried.

R-10-07 Resolution Authorizing Or Appointing Directorship Functions, Directors

Department of Public Safety – Karl Auwarter, III
 Department of Revenue and Finance – Charles Flamini
 Department of Public Works – Nicholas LoSasso
 Department of Assessing – Sue Ann Metzner
 Senior Citizens – John Wilson
 Department of Municipal Utilities – Anthony Mitchell
 Division of Parks, Recreation and Community Events – John Wilson
 Community Services – Charles Flamini
 Department of Public Information – Anthony Tomasello
 Department of Administration – Marie Lawrence
 Library Functions – Karen Gibison
 Department of Health Liaison – Marie Lawrence
 Municipal Drug Alliance Liaison – Anthony Mitchell

A Motion was made by Committeewoman Gibison and seconded by Committeeman Flamini to approve the aforementioned Resolution. The motion carried.

R-11-07 Resolution Appointing Township Deputy Mayor Of The Township Of Winslow – Charles Flamini

A Motion was made by Committeewoman Gibison and seconded by Committeeman LoSasso to approve the aforementioned Resolution. The motion carried.

R-12-07 Resolution Appointing Registered Municipal Auditor – Kirk Applegate, Bowman and Company