

**TOWNSHIP OF QUINTON
CLOSE OUT MEETING
QUINTON TOWNSHIP MUNICIPAL BUILDING
DECEMBER 29, 2021**

Called to order by Mayor Sperry at 4:30pm

Pledge of allegiance

Open Public Meetings Act

This meeting is being held in compliance with the Open Public Meetings Act. Advanced notice of this meeting was given to the South Jersey Times, filed with the Quinton Township Clerk, and was posted on the bulletin board located in the lobby of the Quinton Township Municipal Building.

Roll Call Mayor Sperry, Committeeman Owens, CFO Bowman, Clerk Uzdhanovics

Vouchers to be approved

Motion Owens Second Sperry RCV 2 Yes

ORDINANCE TO BE ADOPTED

ORDINANCE NO. 2021-10 AN ORDINANCE AMENDING AN ORDINANCE OF THE TOWNSHIP OF QUINTON, SALEM COUNTY, NEW JERSEY, ESTABLISHING THE SALARIES AND COMPENSATION OF VARIOUS OFFICERS AN EMPLOYEES OF THE TOWNSHIP OF QUINTON FOR THE YEAR 2022

BE IT ORDAINED by the Township Committee of Quinton Township in the County of Salem, New Jersey as follows:

SECTION 1. That section No. 1 of Ordinances 2020 No.06 are hereby amended as follows:

(1) MAYOR.....	8,526.00
(2) COMMITTEEPERSONS	16,320.00
(3) TOWNSHIP CLERK, Registrar, Dog Registrar.....	41,616.00
(4) SEWER CLERK	3,684.00
(5) JIF COORDINATOR	4,389.00
(6) CHIEF MUNICIPAL FINANCE OFFICER, SEWER CFO	36,063.00
(7) TREASURER, SEWER TREASURER.....	16,167.00
(8) TAX and SEWER COLLECTOR.....	25,908.00
(9) DEPUTY TAX and SEWER COLLECTOR.....	10,608.00
(10) ASSESSOR.....	17,340.00
(11) PLANNING BOARD SECRETARY.....	8,427.00
(12) ZONING OFFICER.....	7,926.00
(13) EMERGENCY MANAGEMENT DIRECTOR.....	5,172.00
(14) DEPUTY EMERGENCY MANAGEMENT DIRECTOR	2,415.00
(15) CONSTRUCTION OFFICIAL.....	12,675.00
(16) BUILDING OFFICIAL	1,665.00

(17) HOUSING OFFICER	4,800.00
(18) ELECTRICAL INSPECTOR.....	8,000.00
(19) PLUMBING INSPECTOR	6,159.00
(20) FIRE INSPECTOR	2,712.00
(21) DEPUTY HOUSING	798.00
(22) SUBCODE OFFICIAL(Plumbing, Fire, Electrical)	16,656.00
(23) SOLID WASTE OFFICER.....	852.00
(24) HEALTH CLERK.....	51.00
(25) RECYCLING INSPECTOR	1,518.00
(26) RECYCLING COORDINATOR.....	1,482.00
(27) DEPUTY ZONING OFFICER.....	999.00
(28) TOWNSHIP CLERK SHARED SERVICE FOR ELSINBORO	15,702.00

QUINTON TOWNSHIP

SECTION 2. That section No. 2 of Ordinance 2020-06 and 2021-05 are hereby amended as follows:

(A) The following employee classification shall be paid monthly on an hourly basis at the following rate:

- (1) ROAD SUPERVISOR.....\$ 22.09 Per hour
- (2) ROAD DEPARTMENT WORKER..... \$ 15.96 Per hour
- (3) TRAFFIC/CROWD CONTROL \$ 14.19 Per hour
- (4) MAINTENANCE PERSON \$ 15.51 Per Hour
- (5) OTHER WORKERS\$ 15.30 Per hour
- (6) DEPUTY CLERK & Dog Registrar.....\$ 15.00- 20.00 Range Per Hour
- (7) MILAGE \$.58 Per Mile

During Snow Removal anyone pushing snow over 10 hours per day will get time and a half for the hours worked beyond the first 10 hours for that day. This must be approved by the Chairmen of Streets and Roads.

SECTION 5. All ordinances inconsistent herewith are repealed to the extent of such inconsistency.

Motion to open public hearing Motion Owens Second Sperry RCV 2 Yes
Motion to close public hearing Motion Owens Second Sperry RCV 2 Yes
Motion to adopt Motion Owens Second Sperry RCV 2 Yes

ORDINANCE NO. 2021-11 AN ORDINANCE APPROPRIATING THE SUM OF \$230,230.00 TO BE USED FOR THE RECONSTRUCTION OF LAKE AVENUE SECTION II WITHIN THE TOWNSHIP OF QUINTON, COUNTY OF SALEM, STATE OF NEW JERSEY

WHEREAS, the Governing Body desires to authorize the Reconstruction of Lake Avenue Section II within the Township of Quinton: and

WHEREAS, sufficient funds are available for said purpose from the New Jersey Department of Transportation trust Fund and from the Township's Capital Improvement Fund;

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Township Committee of the Township of Quinton, County of Salem, State of New Jersey, that:

SECTION 1: There is hereby appropriated from the following sources the sum of \$209,300.00 to be used for the following capital project within the Township of Quinton:

<u>Purpose/Improvement</u>	<u>Estimated Total Cost</u>	<u>Capital Improvement Fund</u>	<u>Grants</u>
A. Reconstruction of Lake Avenue Section II	\$230,230.00	\$39,230.00	\$191,000.00

SECTION 2: In connection with the amounts authorized in Section 1, the Township makes the following determinations:

- a) The purpose described in Section 1 is not a Current Expense and is an improvement, which the Township may lawfully make as a general improvement.
- b) The period of usefulness of the purpose described in Section 1 hereof is within the limitations of the Local Bond Law and according to the reasonable life thereof is five (5) years or more.
- c) No debt is authorized by this ordinance.
- d) The capital budget is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency therewith, and the resolution promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services, is on file with the Municipal Clerk and available for inspection.

SECTION 3: All ordinances or parts of ordinances that are inconsistent with the terms of this ordinance be and the same are hereby repealed to the extent of their inconsistency.

SECTION 4: This ordinance shall take effect immediately upon proper passage, publication in accordance with law and after final adoption as provided by law.

Open public Hearing	Motion Owens	Second Sperry	RCV 2 Yes
Close Public Hearing	Motion Owens	Second Sperry	RCV 2 Yes
Motion to adopt	Motion Owens	Second Sperry	RCV 2 Yes

RESOLUTIONS TO BE ADOPTED

RESOLUTION NO. 2021-92
RESOLUTION BY THE TOWNSHIP COMMITTEE, OF THE TOWNSHIP OF
QUINTON, IN THE COUNTY OF SALEM, STATE OF NEW JERSEY AUTHORIZING
THE CANCELLATION OF CERTAIN PROPERTY TAXES WITH DELINQUENT
BALANCES FOR TAX YEAR 2021 UNDER \$5.00 OR LESS

WHEREAS, the Tax Collector of the Township of Quinton has reviewed the delinquent taxes, and;

WHEREAS, N.J.S.A. 40A:5-17.1 provides, that a municipality may authorize the cancellation of tax delinquencies of less than five (\$5.00) Dollars.

NOW, THEREFORE, BE IT RESOLVED, that the Tax Collector is hereby authorized to process, without further action on the part of the Governing Body, the cancellation of any property tax delinquency of less than five (\$5.00) Dollars; and,

BE IT FURTHER RESOLVED, that a Certified Copy of this Resolution be provided by the Municipal Clerk to the Tax Collector and the Chief Financial Officer.

Motion Owens Second Sperry RCV 2 Yes

RESOLUTION 2021-93
TOWNSHIP OF QUINTON
RESOLUTION AUTHORIZING THE TRANSFER OF REAL
ESTATE TAX CREDITS TO 2022 REAL ESTATE TAX PAYMENTS

WHEREAS, the Township Committee of the Township of Quinton, County of Salem, State of New Jersey is in receipt of a request by the Tax Collector of the Township of Quinton for a Resolution authorizing the transfer of certain real property tax credits to 2022 real estate tax payments due on the same premises; and

WHEREAS, all of the tax credits shall be transferred to 2022 real property taxes due for the same block and lot; and

WHEREAS, after due deliberation and consultation with the Tax Collector, the Township Committee has determined that it is appropriate to transfer said credits from the subject tax accounts, for the year 2022; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Quinton, County of Salem, State of New Jersey, that the credits for real property taxes shall be transferred to and applied to real property taxes for the identical premises as listed for the year 2022 and

BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to the Tax Collector and Treasurer of the Township of Quinton for their records.

ADOPTED at a regular meeting of the Township Committee of the Township of Quinton on December 29, 2021.

Motion Owens Second Sperry RCV 2 Yes

“RESOLUTION 2022-94

**CONTACT PERSON FOR THE EMPLOYMENT PRACTICES LIABILITY
ATTORNEY CONSULTATION SERVICE**

**GLOUCESTER, SALEM, CUMBERLAND COUNTIES
MUNICIPAL JOINT INSURANCE FUND**

WHEREAS, the Governing Body of Quinton Township hereinafter referred to as "MUNICIPALITY" , is a member of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund, hereinafter referred to as "FUND"; and

WHEREAS, the FUND has adopted a policy authorizing the Employment Practices Liability Attorney Consultation Service; and

WHEREAS, the FUND has budgeted an annual allowance for each member for EPL consulting services; and

WHEREAS, the FUND requires the MUNICIPALITY to designate specific managerial or supervisory individuals who will have telephone access to the EPL Hotline;

NOW THEREFORE, be it resolved that the governing body of Quinton Township does hereby appoint Marty R. Uzdanovics as its Contact Person.

BE IT FURTHER RESOLVED that the governing body does hereby appoint Marjorie L. Sperry as additional Contact Persons.

Motion Owens Second Sperry RCV 2 yes

**TOWNSHIP OF QUINTON
COUNTY OF SALEM
RESOLUTION 2021 NO. 95
RESOLUTION TO CANCEL/VOID CHECKS**

WHEREAS, the Township of Quinton has need to Cancel/ void checks that were issued but not used; and

WHEREAS, the Chief Financial Officer has a list of said checks; and

WHEREAS, said list is attached and made part of this resolution.

NOW, THEREFORE BE IT RESOLVED by the Township Committee that the Chief Financial Officer shall cancel/void all checks attached:

Motion Owens Second Sperry RCV 2 yes

Township of Quinton

Resolution 2021-96

A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER ONE REQUIREMENTS

Whereas, the Township of Quinton is a member of the TRICO JIF which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

Whereas, through its membership in the TRICO JIF, the Township of Quinton enjoys cyber liability insurance coverage to protect the Township of Quinton from the potential devastating costs associated with a cyber related claim; and

Whereas, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

Whereas, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1, Tier 2, and Tier 3 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Township of Quinton; and

Whereas, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Township of Quinton to claim a reimbursement of a paid insurance deductible in the event the member files a claim against Township of Quinton's cyber insurance policy, administered through the TRICO JIF and the Municipal Excess Liability Joint Insurance Fund;

Now Therefore Be It Resolved that the Township of Quinton does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 1 of the NJ MEL Cyber Risk Management Plan;

Information Backup

Security Patches and Updates

Defensive Software

Security Awareness Training

Password Management

Email Warning

Incident Response Plan

Technology Practice Policy

Government Cyber Membership

And, Be It Further Resolved, that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval.

This Resolution was duly adopted by the Township of Quinton at a public meeting held on December 29, 2021.

Motion Owens Second Sperry RCV 2 yes

Township of Quinton

Resolution 2021-97

A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER TWO REQUIREMENTS

Whereas, the Township of Quinton is a member of the TRICO JIF which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

Whereas, through its membership in the TRICO JIF the Township of Quinton enjoys cyber liability insurance coverage to protect the Township of Quinton from the potential devastating costs associated with a cyber related claim; and

Whereas, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

Whereas, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1, Tier 2, and Tier 3 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Township of Quinton; and

Whereas, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Township of Quinton to claim a reimbursement of a paid insurance deductible in the event the member files a claim against Township of Quinton's cyber insurance policy, administered through the TRICO JIF and the Municipal Excess Liability Joint Insurance Fund;

Now Therefore Be It Resolved that the Township of Quinton does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 2 of the NJ MEL Cyber Risk Management Plan;

Server Security

Access Privilege Controls

Technology Support

System and Event Logging

Protected Information

Remote Access - VPN

Leadership Expertise

IT Business Continuity Planning

Banking Controls

And, Be It Further Resolved, that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval.

This Resolution was duly adopted by the Township of Quinton at a public meeting held on December 29, 2021.

Motion Owens Second Sperry RCV 2 yes

TOWNSHIP OF QUINTON 2021-98

A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER THREE REQUIREMENTS

Whereas, the Township of Quinton is a member of the which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

Whereas, through its membership in the TRICO JIF, the Township of Quinton enjoys cyber liability insurance coverage to protect the Township of Quinton from the potential devastating costs associated with a cyber related claim; and

Whereas, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

Whereas, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1, Tier 2, and Tier 3 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Township of Quinton; and

Whereas, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Township of Quinton to claim a reimbursement of a paid insurance deductible in the event the member files a claim

against Township of Quinton's cyber insurance policy, administered through the TRICO JIF and the Municipal Excess Liability Joint Insurance Fund;

Now Therefore Be It Resolved that the Township of Quinton does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 3 of the NJ MEL Cyber Risk Management Plan;

Network Segmentation

Remote Access - MFA

Password Integrity

System and Event Logging Review

Third-Party Risk Management

And, Be It Further Resolved, that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval.

This Resolution was duly adopted by the Township of Quinton at a public meeting held on December 29, 2021.

Motion Owens Second Sperry RCV 2 yes

The committee discussed the need for Animal Shelter Services in 2022 due to our Current Shelter down sizing. Voorhees Animal Orphange was able to take us on so we will approve the Voorhees Animal Orphange at our Reorganization meeting.

PUBLIC SESSION

None

Motion to adjourn made by Sperry at 5:05 pm second Owens, RCV 2 yes