



**Township of Delaware Committee  
Reorganization Meeting Agenda  
January 3, 2024 at 5:30 PM – In Person  
Second Floor Meeting Room – Town Hall  
570 Rosemont Ringoes Road, Sergeantsville, NJ**

**1. CALL TO ORDER AND STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT**

This meeting is called pursuant to the provisions of the Open Public Meetings Act. Notice of this meeting was transmitted to the Hunterdon Democrat, Times of Trenton, and Star Ledger on December 21, 2023, posted on the Township website, the Municipal Building Bulletin Board, and filed with the Township Clerk as required by law.

**2. PLEDGE OF ALLEGIANCE**

**3. STATEMENT OF ELECTION**

Acting Clerk reads the Certification of Election, whereby David C. Bond and Susan D. Lockwood were elected as Township Committee members for 3-year terms.

**4. OATHS OF OFFICE**

Acting Clerk performs the Oath of Office for Township Professionals and Township Attorney performs the Oath of Office for Elected Township Committee Members

**5. ROLL CALL**

**6. NOMINATION FOR MAYOR 2024**

**7. NOMINATION OF DEPUTY MAYOR 2024**

**8. TOWNSHIP COMMITTEE ASSIGNMENTS 2024**

**9. MAYORAL APPOINTMENTS AND OATHS (Boards, Committees, Commissions)**

**10. CONSENT AGENDA:**

Resolution 24-01: Adopting Parliamentary Procedure

Resolution 24-02: Authorizing Presiding Official in Mayor & Deputy Mayor's Absence

Resolution 24-03: Adopting 2024 TC Meeting Calendar

Resolution 24-04: Adopting 2024 Township Holiday Calendar

Resolution 24-05: Approving Designation of Official Newspapers

Resolution 24-06: Adopting Township Hall Office Hours

Resolution 24-07: Authorizing 2024 Cash Management Plan

Resolution 24-08: Approving Designation of Official Township Depositories

Resolution 24-09: Authorizing 2024 Temporary Budget

Resolution 24-10: Authorizing 2024 Temporary Debt

Resolution 24-11: Authorizing Signatories for Checks and Official Township Documents

Resolution 24-12: Authorizing Petty Cash and Change Funds

Resolution 24-13: Awarding Non-Fair and Open Contract - Township Attorney

Resolution 24-14: Awarding Non-Fair and Open Contract - Township Engineer

Resolution 24-15: Awarding Non-Fair and Open Contract - Township Auditor

Resolution 24-16: Awarding Non-Fair and Open Contract - Special Counsel

Resolution 24-17: Awarding Non-Fair and Open Contract - Bond Counsel

Resolution 24-18: Awarding Non-Fair and Open Contract - Special Projects Engineer



**Township of Delaware Committee  
Reorganization Meeting Agenda  
January 3, 2024 at 5:30 PM – In Person**

Second Floor Meeting Room – Town Hall  
570 Rosemont Ringoes Road, Sergeantsville, NJ

- Resolution 24-19: Awarding Non-Fair and Open Contract - Park Planner
- Resolution 24-20: Awarding Non-Fair and Open Contract - Labor Attorney
- Resolution 24-21: Awarding Non-Fair and Open Contract - COAH Administrative Agent
- Resolution 24-22: Awarding Non-Fair and Open Contract - Continuing Disclosure Agent Services
- Resolution 24-23: Awarding Non-Fair and Open Contract - Risk Management Consultant
- Resolution 24-24: Awarding Non-fair and Open Contract - Animal Control Services
- Resolution 24-25: Awarding Non-Fair and Open Contract - Public Defender
- Resolution 24-26: Appointing JIF Fund Commissioner and Alternate Fund Commissioner
- Resolution 24-27: Appointing of Municipal Housing Liaison
- Resolution 24-28: Appointing Court Administrator
- Resolution 24-29: Appointing Municipal Prosecutor
- Resolution 24-30: Appointing Substitute Municipal Prosecutor
- Resolution 24-31: Authorizing Tax Assessor to File Petitions, Notices and other Documents Regarding the Assessing of Roll-Back Taxes
- Resolution 24-32: Authorizing the Rate of Interest on Tax Delinquencies and Grace Period
- Resolution 24-33: Authorizing the Acceptance of On-Line Credit Card, Online Debit Card, and E-Check Payments for the Collection of Taxes
- Resolution 24-34: Authorizing Tax Collector to Cancel Refunds/Delinquencies Less Than \$10.00
- Resolution 24-35: Authorizing Tax Collector to Conduct Tax Sale
- Resolution 24-36: Appointing Emergency Management Council
- Resolution 24-37: Appointing PACO Officer
- Resolution 24-38: Appointing Local Registrar of Vital Statistics
- Resolution 24-39: Appointing Deputy Registrar of Vital Statistics
- Resolution 24-40: Appointing Deputy Treasurer
- Resolution 24-41: Appointing LOSAP Administrator
- Resolution 24-42: Appointing Assessment Search Officer
- Resolution 24-43: Appointing Tax Search Officer
- Resolution 24-44: Appointing Certification Officer
- Resolution 24-45: Appointing Board of Health Secretary
- Resolution 24-46: Appointing Animal Licensing Agent
- Resolution 24-47: Appointing Deputy Records Custodians
- Resolution 24-48: Appointing Qualified Purchasing Agent
- Resolution 24-49: Appointing Pension Certifying Officers
- Resolution 24-50: Appointing Special Police Officers
- Resolution 24-51: Appointing Police Matrons
- Resolution 24-52: Appointing School Crossing Guard
- Resolution 24-53: Awarding Non-Fair and Open Contract - PERC Test Witness
- Resolution 24-54: Appointing SWAC Representative
- Resolution 24-55: Authorizing Mayor to Sign Shared Services Agreement for Construction Code Enforcement with Stockton
- Resolution 24-56: Authorizing Mayor to Sign Shared Services Agreement for Certain Services with DTS
- Resolution 24-57: Authorizing Submission of Municipal Alliances for the Prevention of Alcoholism and Drug Abuse Grant FY 2025
- Resolution 24-58: Authorizing Waiver of Insurance Certificate for Facility Use – VFW Post No. 8390
- Resolution 24-59: Appointing Township Administrator



**Township of Delaware Committee  
Reorganization Meeting Agenda  
January 3, 2024 at 5:30 PM – In Person**

Second Floor Meeting Room – Town Hall  
570 Rosemont Ringoes Road, Sergeantsville, NJ

**11. TOWNSHIP COMMITTEE COMMENTS**

**12. PUBLIC COMMENTS** (3 minutes per person)

**13. ADJOURNMENT**

**Next meeting: January 8, 2023 at 7:30 pm**

Please note, items listed on the agenda may change prior to the meeting.  
updated 1/3/24