

WEST DEPTFORD TOWNSHIP

RESOLUTION 2018- 89

BILL LIST

WHEREAS, The Township Committee of the Township of West Deptford has received and reviewed the "Bill List" as prepared by the Township Chief Financial Officer and the Purchasing Agent for the monthly period ending March 6, 2018.

NOW, THEREFORE BE IT RESOLVED that said "Bill List" as prepared by the Township Chief Financial Officer and the Purchasing Agent be approved and said Officials are authorized to render payments to each vendor appearing on the attached "Bill List".

ADOPTED at a Regular Meeting of the Township Committee of the Township of West Deptford held on March 15, 2018.

TOWNSHIP OF WEST DEPTFORD

By:



DENICE DICARLO, MAYOR

ATTEST:



Lee Ann DeHart, RMC

CERTIFICATION

I, Lee Ann DeHart, Registered Municipal Clerk, of the Township of West Deptford, in the County of Gloucester, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting of the Township of West Deptford held on March 15, 2018.



Lee Ann DeHart, RMC

P.O. Type: All
Range: First
Format: Detail without Line Item Notes

Include Project Line Items: Yes
to Last

Open: N
Rcvd: Y
Bid: Y
Paid: N
Held: Y
State: Y
Void: N
Aprv: N
Other: Y
Exempt: Y

Vendor # Name	PO #	PO Date	Description	Amount	Contract	PO Type	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099	Excl	
ACEM0005 ACE MOTOR SALES, INC.																	
	18-00434	02/13/18	Electronic Trailer Tow Modules	736.40	8-09-55-5120-0000-02500	B	MAINT. OF MOTOR VEHICLES	R		R	02/13/18	03/01/18		OCS334135/4217		N	
Vendor Total:				736.40													
ANDER005 ANDERSON ENTERTAINMENT MANAGEM																	
	18-00254	01/26/18	DEPOSIT DONT CALL ME FRANCIS	2,500.00	8-01-28-0370-0000-06724	B	MUSIC CONCERTS	R		R	01/26/18	02/28/18		AEM11515		N	
Vendor Total:				2,500.00													
ATLAN005 ATLANTIC CITY ELECTRIC																	
	18-00542	02/26/18	JAN ELEC SERV-WANTUA TERRACE	663.69	8-01-31-0430-0000-07100	B	ELECTRICITY	R		R	02/26/18	02/28/18		200540716916		N	
			JAN ELEC SERV- 1ST AVE	288.67	8-01-31-0430-0000-07100	B	ELECTRICITY	R		R	02/26/18	02/28/18		200540716917		N	
			JAN ELEC SERV-RT 45/PARKEVILLE	65.44	8-01-31-0430-0000-07100	B	ELECTRICITY	R		R	02/26/18	02/28/18		200060737335		N	
			JAN ELEC SERV-RT44/WANT GRV	68.27	8-01-31-0430-0000-07100	B	ELECTRICITY	R		R	02/26/18	02/28/18		200060737334		N	
Vendor Total:				1,086.07													
AVAYA005 AVAYA, INC																	
	18-00538	02/26/18	JAN/FEB PHONE SERVICE	571.28	8-01-31-0440-0000-07600	B	TELEPHONE CHARGES	R		R	02/26/18	02/28/18		27340000473		N	
			JAN/FEB PHONE SERVICE	307.61	8-09-55-5100-0000-07600	B	TELECOMMUNICATION CHARGES	R		R	02/26/18	02/28/18		27340000473		N	
Vendor Total:				878.89													
BROAD005 BROADWAY ELECTRIC SUPPLY CO.																	
	18-00389	02/08/18	FLUORESCENT BULBS	33.54	8-01-28-0370-0000-02400	B	RECREATION MAINT. OF BLDG	R		R	02/08/18	02/28/18		1393299-01		N	
Vendor Total:				33.54													

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	Exc1
COGGI005 COGGINS SUPPLY, INC.												
Continued												
18-00363	02/07/18	JANITORIAL										
1		JANITORIAL BRWN ROLL TOWELS	318.75	8-01-28-0381-0000-03500	B RIVERWINDS JANITORIAL, LAUNDRY SUPPLIES	R	02/07/18	03/01/18				N
2		JANITORIAL C-FOLDS	624.50	8-01-28-0381-0000-03500	B RIVERWINDS JANITORIAL, LAUNDRY SUPPLIES	R	02/07/18	03/01/18				N
3		JANITORIAL BIG RED MOP #24	615.00	8-01-28-0381-0000-03500	B RIVERWINDS JANITORIAL, LAUNDRY SUPPLIES	R	02/07/18	03/01/18				N
4		JANITORIAL BIG RED MOP#24RAYON	735.00	8-01-28-0381-0000-03500	B RIVERWINDS JANITORIAL, LAUNDRY SUPPLIES	R	02/07/18	03/01/18			6955	N
5		JANITORIAL HAND SANITIZER 2L	449.50	8-01-28-0381-0000-03500	B RIVERWINDS JANITORIAL, LAUNDRY SUPPLIES	R	02/07/18	03/01/18			6955	N
6		JANITORIAL MONK WIPES	155.85	8-01-28-0381-0000-03500	B RIVERWINDS JANITORIAL, LAUNDRY SUPPLIES	R	02/07/18	03/01/18			6955	N
7		JANITORIAL MR CLEAN MAGIC ERAS	69.95	8-01-28-0381-0000-03500	B RIVERWINDS JANITORIAL, LAUNDRY SUPPLIES	R	02/07/18	03/01/18			6955	N
8		JANITORIAL FABULOSO MULTI-PURP	514.08	8-01-28-0381-0000-03500	B RIVERWINDS JANITORIAL, LAUNDRY SUPPLIES	R	02/07/18	03/01/18			6955	N
			3,482.63								7016	N
		Vendor Total:	4,199.83									
COLON030 COLONIAL MANOR FIRE ASSOCIATIO												
18-00563	03/01/18	25% ALLOTMENT										
1		25% ALLOTMENT	4,500.00	8-01-25-0255-0000-20030	B AID TO VOLUNTEER FIRE - ALLOTMENTS	R	03/01/18	03/01/18				N
		Vendor Total:	4,500.00									
COMCA005 COMCAST - INTERNET SERVICE												
18-00491	02/22/18	TOWN HALL FAX LINES										
1		TOWN HALL FAX LINES	235.78	8-01-31-0440-0000-07600	B TELEPHONE CHARGES	R	02/22/18	02/28/18			BILL DATE 2/8	N
18-00575	03/01/18	POLICE INTERNET										
1		POLICE INTERNET	188.06	8-01-25-0240-0000-02600	B POLICE MAINT. OF OTHER EQUIP	R	03/01/18	03/01/18			02/17/18	N
		Vendor Total:	423.84									
COURI005 COURIER-POST, INC.												
18-00391	02/08/18	PLANNING BOARD MEETING SCHED.										
1		PLANNING BOARD MEETING SCHED.	67.84	8-01-20-0120-0000-02100	B TOWNSHIP CLERK LEGAL ADVERTISING	R	02/08/18	02/28/18			2688006	N
2		PUBLIC NOTICE	64.32	8-01-20-0120-0000-02100	B TOWNSHIP CLERK LEGAL ADVERTISING	R	02/14/18	02/28/18			2708607	N
3		PUBLIC NOTICE	48.04	8-01-20-0120-0000-02100	B TOWNSHIP CLERK LEGAL ADVERTISING	R	02/22/18	02/28/18			2720601	N
4		PUBLIC NOTICE	72.24	8-01-20-0120-0000-02100	B TOWNSHIP CLERK LEGAL ADVERTISING	R	02/22/18	02/28/18			2720565	N
5		PUBLIC NOTICE	48.92	8-01-20-0120-0000-02100	B TOWNSHIP CLERK LEGAL ADVERTISING	R	02/22/18	02/28/18			2720605	N

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099	ExcI
GLOUC030 GLOUCESTER COUNTY POLICE ACAD													
	18-00396	02/09/18 ENROLLMENT FEE SLED											
	1	ENROLLMENT FEE SLED	200.00		8-01-25-0240-0000-04200	B POLICE EDUCATION AND TRAINING	R	02/09/18	02/28/18		BERNARDO	N	
	2	ENROLLMENT FEE SLED	200.00		8-01-25-0240-0000-04200	B POLICE EDUCATION AND TRAINING	R	02/09/18	02/28/18		MCGLINN-PALO	N	
	3	ENROLLMENT FEE SLED	200.00		8-01-25-0240-0000-04200	B POLICE EDUCATION AND TRAINING	R	02/09/18	02/28/18		FANSLAU	N	
			600.00										
		Vendor Total:	600.00										
GRAIN005 GRAINGER, INC.													
	18-00400	02/09/18 SAFETY LATCH TRUCK 38											
	1	SAFETY LATCH FOR TRUCK 38	119.56		8-01-26-0315-0000-02500	B MAINT. OF MOTOR VEHICLES	R	02/09/18	02/28/18			N	
		Vendor Total:	119.56										
GRECO005 GRECO, JAMES													
	18-00494	02/22/18 RIVERWINDS REIMBURSEMENT											
	1	RIVERWINDS REIMBURSEMENT	500.00		8-01-23-0220-0000-09301	B MEMBERSHIP-RIVERWINDS CC	R	02/22/18	02/28/18		J. GRECO	N	
		Vendor Total:	500.00										
GROFF005 GROFF TRACTOR NEW JERSEY, LLC													
	18-00300	01/31/18 ALTERNATOR-590 BACKHOE											
	1	ALTERNATOR-590 BACKHOE	259.00		8-01-26-0315-0000-03400	B MOTOR VEHICLE PARTS & ACCESS	R	01/31/18	02/28/18			N	
		Vendor Total:	259.00										
HARRIO20 HARRINGTON FIRE PROTECTION, LLC													
	17-02973	09/29/17 EMERG POWER SYSTEM /SPRINKLER											
	1	EMERG POWER SYSTEM/SPRINK RW	1,500.00		7-01-28-0381-0000-02400	B RIVERWINDS CLEANING & MAINT. OF BLDG	R	09/29/17	02/28/18		RIVERWINDS	N	
	2	SPRINKLER SYSTEM RIVERWINDS	700.00		7-01-28-0381-0000-02400	B RIVERWINDS CLEANING & MAINT. OF BLDG	R	09/29/17	02/28/18		RIVERWINDS	N	
	3	SUPPLY VERIFICATION LIGHTING	300.00		7-01-28-0381-0000-02400	B RIVERWINDS CLEANING & MAINT. OF BLDG	R	09/29/17	02/28/18		RIVERWINDS	N	
	4	EMERGENCY POWER SYSTEM CONCESS	100.00		7-01-28-0370-0000-02400	B RECREATION MAINT. OF BLDG	R	09/29/17	02/28/18		CONCESSION STAN	N	
	5	SPINKLER SYSTEM BOY SCOUT BLDG	150.00		7-01-28-0370-0000-02400	B RECREATION MAINT. OF BLDG	R	09/29/17	02/28/18		BOY SCOUT BLDG	N	

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract P0 Type	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099	Excl
MENN005 MENNILLI MARTIAL ARTS, LLC	18-00576 03/01/18 KARATE	1 KARATE FEBRUARY	1,196.00	8-01-28-0381-0000-04000	B RIVERWINDS OUTSIDE CONTRACTORS	R	03/01/18	03/01/18	03/01/18	FEBRUARY		N	
	Vendor Total:		1,196.00										
MULLI005 MULLIN, FRANK	18-00512 02/23/18 RIVERWINDS REIMBURSEMENT	1 RIVERWINDS REIMBURSEMENT	500.00	8-01-23-0220-0000-09301	B MEMBERSHIP-RIVERWINDS CC	R	02/23/18	02/28/18	02/23/18			N	
	Vendor Total:		500.00										
MUNIC005 MUNICIPAL CLERKS ASSOC. OF GLO	18-00524 02/23/18 Training	1 2018 Spring Conference Trainin	25.00	8-01-20-0100-0000-04200	B ADMIN EDUCATION AND TRAINING	R	02/23/18	02/28/18	02/23/18			N	
	Vendor Total:		25.00										
NJDEP005 N.J. DEPT. OF HEALTH & SR. SER	18-00558 03/01/18 MONTHLY REPORT - FEBRUARY 2018	1 MONTHLY REPORT - FEBRUARY 2018	85.20	T-10-00-9980-0000-29900	B DUE TO STATE	R	03/01/18	03/01/18	03/01/18	FEBRUARY 2018		N	
	Vendor Total:		85.20										
NATIO015 NATIONAL ENTERTAINMENT TECH, I	18-00481 02/21/18 FILLED EASTER EGGS	1 FILLED EASTER EGGS	720.00	8-01-28-0370-0000-29900	B RECREATION OTHER	R	02/21/18	03/01/18	02/21/18			N	
	Vendor Total:		720.00										
NJADV005 NJ ADVANCE MEDIA	18-00390 02/08/18 PUBLIC NOTICE	1 PUBLIC NOTICE	18.35	8-01-20-0120-0000-02100	B TOWNSHIP CLERK LEGAL ADVERTISING	R	02/08/18	02/28/18	02/08/18	I04486137		N	
	2 PUBLIC NOTICE		43.01	8-01-20-0120-0000-02100	B TOWNSHIP CLERK LEGAL ADVERTISING	R	02/14/18	02/28/18	02/14/18	I04488600		N	
	3 PUBLIC NOTICE		85.92	8-01-20-0120-0000-02100	B TOWNSHIP CLERK LEGAL ADVERTISING	R	02/14/18	02/28/18	02/14/18	I04488875		N	
	4 PUBLIC NOTICE		57.56	8-01-20-0120-0000-02100	B TOWNSHIP CLERK LEGAL ADVERTISING	R	02/14/18	02/28/18	02/14/18	I04488898		N	
	5 PUBLIC NOTICE		57.56	8-01-20-0120-0000-02100	B TOWNSHIP CLERK LEGAL ADVERTISING	R	02/14/18	02/28/18	02/14/18	I04488903		N	
	6 PUBLIC NOTICE		145.59	8-01-20-0120-0000-02100	B TOWNSHIP CLERK LEGAL ADVERTISING	R	02/22/18	02/28/18	02/22/18	I04450219		N	

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
ONECA005 ONE CALL CONCEPTS, INC	18-00376 02/07/18 MARK OUTS JANUARY	2 MARK OUTS JANUARY	67.50	Continued	8-09-55-5120-0000-04600	B MONTHLY SERVICE AND FEES	R	02/07/18	02/28/18		8015694	N
			135.00									
		Vendor Total:	135.00									
ORECX005 OREX, LLC	18-00561 03/01/18 POLICE RECORDING	1 POLICE RECORDING	1,800.00		8-01-31-0440-0000-07600	B TELEPHONE CHARGES	R	03/01/18	03/01/18		1510	N
		Vendor Total:	1,800.00									
PARAP005 PARA-PLUS TRANSLATIONS, INC.	18-00395 02/09/18 french & spanish traslator	1 spanish & french translator	425.50		8-01-43-0490-0000-02800	B MUNICIPAL COURT OTHER PROF CONS SPEC SER R	R	02/09/18	02/28/18			N
		Vendor Total:	425.50									
PITN005 PITNEY BOWES, INC	18-00473 02/20/18 INK AND TAPE FOR MAIL MACHINE	1 INK AND TAPE FOR MAIL MACHINE	292.10		8-01-20-0100-0000-02200	B ADMIN POSTAGE & EXPRESS CHARGE	R	02/20/18	02/28/18		ORDER#7921061	N
		Vendor Total:	292.10									
WHEEL005 PNC BANK	18-00571 03/01/18 SERVICE FOR FEBRUARY	1 SERVICE FOR FEBRUARY	52,550.21		8-01-32-0465-0000-07802	B SANITARY LANDFILL INCINERATOR	R	03/01/18	03/01/18		012-011871	N
		Vendor Total:	52,550.21									
PNCQ005 PNC EQUIPMENT FINCANCE, LLC	18-00573 03/01/18 RECYCLING COPIER	1 RECYCLING COPIER	97.98		G-02-41-0713-2016-00000	B RECYCLING TONNAGE GRANT CY16	R	03/01/18	03/01/18			N

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	ExcI
SALEM010 SALEM MANAGEMENT COMPANY												
	18-00381 02/08/18 TRASH REIMB FOREST CREEK											
	1 TRASH REIMB FOREST CREEK 2017		50,283.92		7-01-32-0465-0000-07899	B SANITARY LANDFILL APT/CONDO REIMBURSEMENT R		02/08/18	02/28/18		2017 REIMBURSEM N	
	Vendor Total:		50,283.92									
SCH00005 SCHOOL SPECIALTY, INC.												
	18-00160 01/17/18 ART SUPPLIES											
	1 ART SUPPLIES		542.68		8-01-28-0381-0000-06500	B RIVERWINDS EXERCISE/REC EQUIP & SUPPLIES R		01/17/18	03/01/18		308102948607 N	
	Vendor Total:		542.68									
SERVP005 SERVPRO												
	18-00468 02/20/18 565 Lynn Avenue											
	1 565 Lynn Avenue		2,571.77		8-09-55-5110-0000-02800	B OTHER PROF. CONS. SPEC. SERVICE R		02/20/18	03/01/18			
	Vendor Total:		2,571.77									
SHARP010 SHARPLINK STAFFING, LLC												
	18-00461 02/15/18 LABOR WORKERS											
	1 LABOR WORKERS		4,210.80		8-01-26-0305-0000-02900	B SOLID WASTE - OTHER CONTRACTUAL ITEMS R		02/15/18	02/28/18		976 N	
	Vendor Total:		4,210.80									
SOUTH037 SOUTH JERSEY GLASS												
	18-00240 01/25/18 REPLACE BROKEN MIRROR											
	1 REPLACE BROKEN MIRROR		698.00		8-01-28-0381-0000-02600	B RIVERWINDS MAINT. OF OTHER EQUIP R		01/25/18	02/28/18			
	Vendor Total:		698.00									
SOUTH100 SOUTH JERSEY HEALTH WELLNESS												
	18-00472 02/20/18 EMPLOYEE PHYSICAL											
	1 EMPLOYEE PHYSICAL		150.00		7-01-23-0220-0000-09300	B MEDICAL EXPENSES/ANN/PHYSICALS R		02/20/18	03/01/18		J. NAVROT N	
	2 EMPLOYEE PHYSICAL		150.00		7-01-23-0220-0000-09300	B MEDICAL EXPENSES/ANN/PHYSICALS R		02/20/18	03/01/18		S. KING PARANTE N	
	3 EMPLOYEE PHYSICAL		150.00		7-01-23-0220-0000-09300	B MEDICAL EXPENSES/ANN/PHYSICALS R		02/20/18	03/01/18		S. RICHARDSON N	
	4 EMPLOYEE PHYSICAL		150.00		8-01-23-0220-0000-09300	B MEDICAL EXPENSES/ANN/PHYSICALS R		02/20/18	03/01/18		L. CHAMPION N	

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract P0 Type	Charge Account	Acct Type Description	Stat/Chk Enc Date	First Rcvd Date	Chk/Void Date	Invoice	Exc1
THASS005 T & M ASSOCIATES											
Continued											
	18-00501	02/23/18 HARKER AVENUE - 1/26/18									
	1	HARKER AVENUE - 1/26/18	5,563.00	8-01-20-0165-0000-02800	B	ENGINEERING OTHER PROF CONS SPEC SERVICE	R	02/23/18 02/28/18		LAB339274	N
	18-00502	02/23/18 DUBOIS AVE-CDBG GRANT 1/26/18									
	1	DUBOIS AVE-CDBG GRANT 1/26/18	1,376.65	8-01-20-0165-0000-02800	B	ENGINEERING OTHER PROF CONS SPEC SERVICE	R	02/23/18 02/28/18		LAB339002	N
	18-00503	02/23/18 NJDOT-LANCING ROAD 1/26/18									
	1	NJDOT-LANCING ROAD 1/26/18	1,524.93	8-01-20-0165-0000-02800	B	ENGINEERING OTHER PROF CONS SPEC SERVICE	R	02/23/18 02/28/18		LAB338837	N
	18-00504	02/23/18 NJDOT FREIGHT RT - 1/26/18									
	1	NJDOT FREIGHT RT - 1/26/18	5,332.00	8-01-20-0165-0000-02800	B	ENGINEERING OTHER PROF CONS SPEC SERVICE	R	02/23/18 02/28/18		LAB339001	N
	18-00505	02/23/18 ROADWAY CONDITION -1/26/18									
	1	ROADWAY CONDITION -1/26/18	4,917.14	8-01-20-0165-0000-02800	B	ENGINEERING OTHER PROF CONS SPEC SERVICE	R	02/23/18 02/28/18		LAB339169	N
	18-00506	02/23/18 MUNI BLDG HVAC - 12/31/17									
	1	MUNI BLDG HVAC - 12/31/17	261.00	C-04-17-2017-0000-00003	B	ORD 2017-13 MUN BLDG HVAC ROOF-UNFUNDED	R	02/23/18 02/28/18		LAB339012	N
	18-00507	02/23/18 RW GOLF REMEDIATION 1/26/18									
	1	RW GOLF REMEDIATION 1/26/18	413.11	8-01-20-0165-0000-02800	B	ENGINEERING OTHER PROF CONS SPEC SERVICE	R	02/23/18 02/28/18		LAB338991	N
	18-00508	02/23/18 W/S TECH ASSISTANCE 1/26/18									
	1	W/S TECH ASSISTANCE 1/26/18	2,342.12	8-09-55-5100-0000-02800	B	OTHER PROF. CONS. SPEC. SERVICE	R	02/23/18 02/28/18		LAB338990	N
	18-00509	02/23/18 MUNI BLDG ROOF 1/26/18									
	1	MUNI BLDG ROOF 1/26/18	420.00	C-04-17-2017-0000-00003	B	ORD 2017-13 MUN BLDG HVAC ROOF-UNFUNDED	R	02/23/18 02/28/18		LAB338992	N
	18-00510	02/23/18 RW - EXTERIOR REPAIRS 1/26/18									
	1	RW - EXTERIOR REPAIRS 1/26/18	12,583.22	C-04-17-2017-0000-00004	B	ORD 2017-13 IMP RIVERWINDS COMMUNITY CTR	R	02/23/18 02/28/18		LAB339136	N
	18-00511	02/23/18 MUNI BLDG HVAC 1/26/18									
	1	MUNI BLDG HVAC 1/26/18	6,493.00	C-04-17-2017-0000-00003	B	ORD 2017-13 MUN BLDG HVAC ROOF-UNFUNDED	R	02/23/18 02/28/18		LAB339168	N
										Vendor Total:	51,814.79

Vendor # Name	PO #	PO Date	Description	Amount	Charge Account	Contract	PO Type	Acct Type	Description	Stat/Chk	Enc Date	First Rcvd	Chk/Void	Invoice	1099	
Total Purchase Orders:	124	Total P.O. Line Items:		3,017,450.15	230	Total List Amount:				3,017,450.15			Total Void Amount:		0.00	Excl

Project Description	Project No.	Rcvd Total	Held Total	Project Total
Colonial Pipeline	COLONIAL	302.00	0.00	302.00
301 Grove Road LLC	GROVE301	797.50	0.00	797.50
Gulf oil Escrow	GULFOIL	1,060.00	0.00	1,060.00
NJ West Deptford Project, LLC	NJWDPROJEC	350.00	0.00	350.00
1019 Shira Court Escrow	PAPP1019	340.00	0.00	340.00
Total of All Projects:		<u>2,849.50</u>	<u>0.00</u>	<u>2,849.50</u>

**MUNICIPAL CLERKS' ASSOCIATION
OF GLOUCESTER COUNTY**



**DINNER MEETING
MARCH 2, 2018
6:00 P.M.**

Call to Order

Good Afternoon everyone. Thank you to Daneen Fuss for setting up this meeting and to everyone here for attending. A quorum being present, the March 2, 2018 meeting of the Municipal Clerks' Association of Gloucester County shall come to order.

Flag Salute

Please stand for the Salute to the Flag

Roll Call of Municipalities

Clayton	Logan	Swedesboro
Deptford	Mantua	Washington
East Greenwich	Monroe	Wenonah
Elk	National Park	West Deptford
Franklin	Newfield	Westville
Glassboro	Paulsboro	Woodbury
Greenwich	Pitman	Woodbury Heights
Harrison	South Harrison	Woolwich

Approval of the Minutes:

January December 8, 2017

Reports of the Officers:

Treasurer's Report:

February 29, 2018

Committee Reports:

Does any Committee Chairs have anything to report at this time?

Nominating Committee –

Sunshine Committee – See report.

Auditing Committee –

Constitution and By-Laws Committee –.

Education Committee –

Executive Committee –

Scholarship Committee –

MCANJ Advisory Board –

All Committees need to complete reports accordingly.

Communications

Thank you card from Pat Frontino, retired Municipal of Glassboro Borough.

Old/Unfinished Business

Reminder to all members to register to attend the 2018 MCANJ Education Conference – Dina is the President this year. – May 1st through May 4th, 2018. Book rooms for the Conference as they are booking fast. We would like to ask all to be a participant as we all have been a part of.

Does anyone else have any old or unfinished business to discuss?

New Business

2018 Schedule of meetings.

The 2018 mini conference dates have been set for March 16, 2018 and September 21, 2018.

Volunteers are needed for the Fall Conference.

Updates MCANJ

General Discussion

Does anyone else have anything to discuss for the good of the membership?

Pay Bills

Can I have a motion and second to authorize payment of the bills? Any question on the motion? All in Favor? Motion carried.

Adjournment

Can I have a motion and a second to adjourn the meeting? Any question on the motion? All in favor? Motion carried.

Thank you to the Speaker from Bowman and Company and Thank you again everyone for attending

MUNICIPAL CLERKS ASSOCIATION OF GLOUCESTER COUNTY

TREASURER'S REPORT
FEBRUARY 28, 2018

BALANCE – JAN 29, 2018	\$43,094.36
RECEIPTS:	
2018 DUES	\$ 1,950.00
VOID CHECK NO. 117	100.00
GUESTS @ JAN MEETING	150.00
2018 DUES & MISC	2,650.00
MINI CONF REGIS. & DUES	2,325.00
TOTAL RECEIPTS	\$ 7,175.00
DISBURSEMENTS:	
NINO GERVASI – JAN DINNER MTG	\$ 750.00
DINA ZAWADSKI, STIPEND 2017	100.00
ASTRO SIGN COMPANY	348.66
TAVISTOCK BORO – CONFERENCE REIMBURSEMENT	25.00
TOTAL DISBURSEMENTS:	\$ 1,223.66
BALANCE – FEB 28, 2018	\$ 49,045.70

RESPECTFULLY SUBMITTED

Diane L. Malloy

TREASURER

MUNICIPAL CLERK'S ASSOCIATION OF GLOUCESTER COUNTY
JANUARY 29, 2017 MEETING MINUTES

The meeting was called to order by President Kathy VanScoy at 1:05PM.

The Salute to the Flag was recited in unison.

President VanScoy thanked everyone for attending today's lunch meeting. At this time Paulsboro Mayor Stevenson issued the Oath of Office to President Kathy Van Scoy and Secretary Debbie Pine.

Roll Call: Present were Clayton, East Greenwich, Elk, Greenwich, Logan, Mantua, Paulsboro, Pitman, Swedesboro, Washington, West Deptford, Woolwich, Board of Elections, County Clerk. Deptford, Franklin, Glassboro, Harrison, Monroe, National Park, Newfield, South Harrison, Wenonah, Westville, Woodbury, Woodbury Heights were absent.

Approval of Minutes from December 8, 2017 meeting. Motion by Leo Selb, seconded by Jane DiBella to approve the minutes, all were in favor, motion carried.

Committee Reports:

Sunshine Committee list was provided.

The Annual Audit for 2017 was presented by Auditing Committee.

Communications:

A thank card was received from Sharon Wright, retired Deputy Clerk of Monroe Township, Tina Helder, retired Municipal Clerk from Westville Borough and from the Gloucester County Department of Health.

Old Business:

There was discussion of retired clerks being a member of the Association without paying dues, however, they will need to pay for the cost of their meals except the Holiday meeting the Association will pay for their meal.

A motion by Leo Selb, seconded by Tanya Goodwin, to allow retired clerks to be Honorary Members, with the Association paying only for the Holiday meeting meal. All were in favor, motion carried.

New Business:

The 2018 Mini Conference dates have been set for March 16, 2018 and September 21, 2018.

The Committee sign up sheet was passed around. If you are interested in helping out on a committee, please sign up or contact Kathy Van Scoy.

2018 Scholarship applications for MCANJ are available on the website. You must be a member of MCANJ to apply. This is a need based scholarship. The registration fee and lodging will be

paid. A letter from the municipality will need to be produced, stating they will not pay for a member to attend the conference.

MCANJ Updates

Dina Zawadski, MCANJ President, is asking her fellow Gloucester County Clerks Association for financial assistance for her Education Conference. She is asking for \$2500.00 toward the cost of the band that will be at the conference, \$500 for a ½ page ad in the program book and \$300 for the purchase of magnets with Municipal Clerk's Association of Gloucester County logo on them that will be given to all attendees.

After discussion Leo Selb made a motion to support Dina's requests for the requested financial assistance, the band the ad and the magnets, the motion was seconded by Tanya Goodwin, all were in favor, motion carried.

Mr. Hogan stated he also has give-aways he can provide.

MCANJ also holds a Silent Auction. The association has in the past donated 2 baskets at a cost of \$100 each. Motion by Leo Selb, seconded by Tanya Goodwin to donate \$200.00 for the purchase of baskets for the Silent Auction at the 2018 Education Conference. All were in favor, motion carried.

There was no further discussion.

Payment of Bills:

Motion by Debbie Pine, seconded by Leo Selb to pay all bills as presented, all were in favor motion carried.

Adjournment:

Motion by Leo Selb seconded by Tanya Goodwin to adjourn the meeting at 1:45PM, all were in favor, motion carried.

Respectfully submitted,

Debbie Pine, Secretary

Michele Everly, Gloucester County Records Manager was the guest speaker. She discussed the changes for E-mail in respect to the Records Retention Schedule.

MUNICIPAL CLERKS' ASSOCIATION OF GLOUCESTER COUNTY

SUNSHINE COMMITTEE REPORT

MARCH 02, 2018

Birthdays

Susan Costill – East Greenwich – February 7th
Jolyn Gregoria – Woodbury Heights – February 9th
Janet Pizzi – Woodbury Heights – February 16th
Josh Pitts – National Park – February 24th
Lee Ann DeHart – West Deptford – February 25th
Stephanie Salvatore – G.C. Board of Elections – March 3rd

Get Well

Thank you

Congratulations

Sympathy

Other Noteworthy and Important Events

ADDITIONS LIST

Vendor	Appropriation #	Description	Amount
Aetna	8-01-23-0220-09200	Medical coverage Feb 1-May 1	497.09
	8-09-55-5220-09200		
Aetna	8-01-23-0220-09200	Medical coverage March 1-June 1	421.92
	8-09-55-5220-09200		
DeHart, LeeAnn	8-01-20-0120-03600	Reimbursement for sound machines	159.97
Gloucester County Improvement	8-01-32-0465-07801	Landfill service for February	3,957.89
Gloucester County Utilities	8-09-55-5110-04600	Service for February	265,633.63
Lawman Supply	7-01-25-0240-05600	Training Pistol/face/groin protection	1,447.44
Lead	8-01-25-0240-04200	Training Pistol/face/groin protection	1,000.00
NJSHB	8-01-23-0220-09200	Active medical benefits	214,299.31
	8-01-29-0390-09200		
	8-09-55-5220-09200		
NJSHB	8-01-23-0220-09200	Retired medical benefits	136,394.76
	8-01-29-0390-09200		
	8-09-55-5220-09200		
Peddler's Shop	8-01-28-0381-06500	Repair to spin bikes	139.98
V.E. Ralph & Son	8-01-28-0381-05801	Safety supplies	2,529.37