

February 18, 2016

A scheduled Re-organization meeting was held at 12:01pm in the Salem Port Authority Office, 109 Fourth St., Salem, NJ.

The meeting was called to order by K. Tuthill at 12:15pm. The “Opened Public Meetings” notice read as published. The flag was saluted and the roll call was taken.

Commissioners present:

James Coleman
William Corbin
Timothy Gregory
Thomas Orsini

Commissioners absent:

Aidan Hassler

Others present:

Karen Tuthill, Recording Secretary
Charles Hassler, Council Liaison

ELECTION OF OFFICERS:

K. Tuthill called for nominations for Chairman. Motion to nominate T. Orsini was made by J. Coleman and seconded by W. Corbin. As, there were no further nominations for Chairman, motion to close nominations was made by J. Coleman and seconded by W. Corbin. Motion carried 4-0.

RESOLUTION 16/2017 - 1 - Electing T. Orsini as Chairman of the City of Salem Municipal Port Authority through January 31, 2017 or until a successor is named.

Motion for Approval was made by J. Coleman and seconded by T. Gregory. Roll call vote: T. Gregory (for), J. Coleman (for), W. Corbin (for), T. Orsini (for).

T. Orsini called for nominations for Vice-Chairman. Motion to nominate W. Corbin was made by J. Coleman and seconded by T. Gregory. As, there were no further nominations for Vice-Chairman, motion to close nominations was by J. Coleman and T. Gregory. Motion Carried 4-0.

RESOLUTION 16/2017 - 2 - Electing W. Corbin as Vice-Chairman of the City of Salem Municipal Port Authority through January 31, 2017 or until a successor is named.

Motion for Approval was made by J. Coleman and seconded by T. Gregory. Roll call vote: T. Gregory (for), J. Coleman (for), W. Corbin (for), T. Orsini (for).

RESOLUTION 16/2017 -3- Appointing Administrative Officer and Alternate.

Chairman T. Orsini appointed himself as Port Administrative Officer and W. Corbin as Alternate of the City of Salem Municipal Port Authority.

Motion for Approval was made by J. Coleman and seconded by T. Gregory. Roll call vote: T. Gregory (for), J. Coleman (for), W. Corbin (for), T. Orsini (for).

RESOLUTION 16/2017 -4- Appointing Financial Officer Thomas Orsini

Motion for Approval was made by J. Coleman and seconded by W. Corbin. Roll call vote: T. Gregory (for), J. Coleman (for), W. Corbin (for), T. Orsini (for).

RESOLUTION 16/2017 - 5 - Setting time and place for meetings of the City of Salem Municipal Port Authority for the annual year commencing February 1, 2016.

Motion for Approval was made by W. Corbin and seconded by J. Coleman. Roll call vote: T. Gregory (for), J. Coleman (for), W. Corbin (for), T. Orsini (for).

RESOLUTION 16/2017 - 6 - Designating the NJ Advance Media Group as the official publication.

Motion for Approval was made by J. Coleman and seconded by W. Corbin. Roll call vote: T. Gregory (for), J. Coleman (for), W. Corbin (for), T. Orsini (for).

RESOLUTION 16/2017 – 7 – Appointing Bowman & Company LLP as Auditor of the City of Salem Municipal Port Authority.

Motion was made by W. Corbin and seconded by J. Coleman. Roll call vote: T. Gregory (for), J. Coleman (for), W. Corbin (for), T. Orsini (for).

RESOLUTION 16/2017 -8 - Designating Franklin Bank situated in the City of Salem as the official depository of the City of Salem Municipal Port Authority for the annual year commencing February 1, 2016.

Motion for Approval was made by W. Corbin and seconded by T. Gregory. Roll call vote: T. Gregory (for), J. Coleman (for), W. Corbin (for), T. Orsini (for).

RESOLUTION 16/2017 – 9 – Establish a Cash Management Plan

Motion for Approval was made by W. Corbin and seconded by J. Coleman. Roll call vote: T. Gregory (for), J. Coleman (for), W. Corbin (for), T. Orsini (for).

RESOLUTION 16/2017 - 10 - Designating Karen L. Tuthill as Secretary/Treasurer of the City of Salem Municipal Port Authority commencing February 1, 2016 through January 31, 2017.

Motion for Approval was made by W. Corbin and seconded by T. Gregory. Roll call vote: T. Gregory (for), J. Coleman (for), W. Corbin (for), T. Orsini (for).

RESOLUTION 16/2017 – 11 – Notifying the DLGS additional time needed to prepare budget.

Motion for Approval was made by J. Coleman and seconded by W. Corbin. Roll call vote: T. Gregory (for), J. Coleman (for), W. Corbin (for), T. Orsini (for).

RESOLUTION 16/2017 - 12– 2017 Authority Budget Resolution

Motion for Approval was made by W. Corbin and seconded by J. Coleman. Roll call vote: T. Gregory (for), J. Coleman (for), W. Corbin (for), T. Orsini (for).

OLD BUSINESS:

None

NEW BUSINESS

APPROVAL OF MINUTES:

Motion was made by W. Corbin and seconded by T. Gregory to approve the minutes for January 14, 2016. Motion carried 4-0.

REVIEW AND APPROVAL OF BILLS:

Motion was made by W. Corbin and seconded by T. Gregory to approve the bills for February 2016. Motion carried 4-0.

FINANCIAL REPORTS

Motion was made by W. Corbin and seconded by T. Gregory to approve the 4th Quarter 2015/2016 budget report. Motion carried 4-0.

K. Tuthill gave an office update.

As there was no further business to come before the Authority, motion for adjournment was made by W. Corbin and seconded by T. Gregory. Motion carried 4-0.

Respectfully submitted:

Karen L. Tuthill

Karen L. Tuthill, Secretary

Approved: _____ April 18, 2016 _____