

August 13, 2015

A regular scheduled meeting was held at 9:00am at the Salem Port Authority office, 109 Fourth St., Salem, NJ.

The meeting was called to order by T. Orsini at 9:10am. The "Opened Public Meetings" notice read as published. The flag was saluted and the roll call was taken.

Commissioners present:

James Coleman  
William Corbin  
Thomas Orsini

Others present:

Karen Tuthill, Recording Secretary

**APPROVAL OF MINUTES:**

Motion was made by J. Coleman and seconded by W. Corbin to approve the minutes for February 12, 2015. Motion carried 3-0.

**REVIEW AND APPROVAL OF BILLS:**

Motion was made by J. Coleman and seconded by W. Corbin to approve the bills for March 2015, April 2015, May 2015, June 2015 and July 2015. Motion carried 3-0.

**FINANCIAL REPORTS**

Motion was made by J. Coleman and seconded by W. Corbin to approve the 1<sup>st</sup> and 2<sup>nd</sup> Quarter 2015/2016 budget reports. Motion carried 3-0.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

Motion for approval to accept the resignation of William Breneman was made by J. Coleman and seconded by W. Corbin. Motion carried 3-0.

**RESOLUTION 15/2016-12** Appointing Thomas Orsini as Financial Officer.

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

**RESOLUTION 15/2016-13** Resolution of Appreciation for Service of William Breneman

**WHEREAS**, WILLIAM BRENEMAN did serve on the Board of Commissioners of the City of Salem Municipal Port Authority from February 2002 through April 2015;

**WHEREAS**, WILLIAM BRENEMAN served as Financial Officer since 2002 and performed his services in an exemplary manner; and

**WHEREAS**, the Board of Commissioners of the City of Salem Municipal Port Authority wish to express its appreciation and gratitude to WILLIAM BRENEMAN for said services;

**NOW THEREFORE BE IT RESOLVED**, that the City of Salem Municipal Port Authority Board of Commissioners, hereby commends WILLIAM BRENEMAN for his excellent and untiring service on its behalf.

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

**RESOLUTION 15/2016-14** Local Authority Group Affidavit Form, certifying by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report.

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

**RESOLUTION 15/2016-15** Authorizing Disposal of Office Equipment.

**WHEREAS**, the Hewlett Packard Printer/Scanner/Copier Model #R33001 Serial model #SDGOB-0605-01 is no longer functional; and

**WHEREAS**, a new machines needs to be purchased to replace said machine; and

**WHEREAS**, the City of Salem Municipal Port Authority desires to dispose of the Hewlett Packard Printer/Scanner/Copier Model #R33001 Serial model #SDGOB-0605-0 in an appropriate manner.

**NOW THEREFORE BE IT RESOLVED**, by the City of Salem Municipal Port Authority that Karen L. Tuthill, Secretary/Treasurer of the Authority, is hereby authorized to disposed of the Hewlett Packard Printer/Scanner/Copier Model #R33001 Serial model #SDGOB-0605-01 in said appropriate manner.

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

**RESOLUTION 15/2016-16** Adoption of the Annual Budget and Capital Budget/Program of the City of Salem Municipal Port Authority for the fiscal year beginning February 1, 2015 and ending January 31, 2016.

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

K. Tuthill gave an update on the office.

As there was no further business to come before the Authority, motion for adjournment was made by J. Coleman and seconded by W. Corbin. Motion carried 3-0.

Respectfully submitted:

**Karen** L. Tuthill, Secretary

Adopted: \_\_\_\_\_ November 12, 2015