

City of Salem Municipal Port Authority

February 13, 2018

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 "Open Public Meetings" notice read as published. The flag was saluted, and the roll call was taken.

Commissioners present:

William Corbin
James Coleman
Thomas Orsini

Commissioners absent:

Timothy Gregory
Aidan Hassler

Others Present:

Karen Tuthill, Recording Secretary

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 3-0.

RESOLUTION 18/2019 -01 – Electing T. Orsini as Chairman of the City of Salem Municipal Port Authority through January 31, 2018 or until a successor is named.

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

T. Orsini called for nomination for a Vice-Chairman. Motion to nominate W. Corbin was made by J. Coleman and seconded by W. Corbin. As, there was no further nominations for Vice-Chairman, motion to close nominations was by J. Coleman and seconded by W. Corbin. Motion carried 3-0.

RESOLUTION 18/2019 – 2 – Electing W. Corbin as Vice-Chairman of the City of Salem Municipal Port Authority through January 31, 2019 or until a successor is named.

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

RESOLUTION 18/2019 -3 -Appointing Administrative Officer and Alternate.

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

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

RESOLUTION 18/2019 – 4 – Appointing Financial Officer William Corbin.

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

RESOLUTION 18/2019 – 5- Setting time and place for meetings of the City of Salem Municipal Port Authority annual year commencing February 2, 2018.

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

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RESOLUTION 17/2018 – 6 – Designating the NJ Advance Media Group as the official publication.

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

RESOLUTION 18/2019 -7 – Appointing Bowman & Company LLP as Auditor of the City of Salem Municipal Port Authority.

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

RESOLUTION 18/2019 – 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, 2018.

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

RESOLUTION 18/2019 – 9 – Establish a Cash Management Plan

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

RESOLUTION 18/2019 – 10 – Designating Karen L. Tuthill as Secretary/Treasurer of the City of Salem Municipal Port Authority commencing February 1, 2018 through January 31, 2028.

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

OLD BUSINESS:

None

New Business:

APPROVAL OF MINUTES:

Motion was made by W. Corbin and seconded by J. Coleman to approve minutes for January 8, 2018. Motion carried 3-0.

REVIEW AND APPROVAL OF BILLS:

Motion was made by W. Corbin and seconded by J. Coleman to approve the bills for January 2018 and February 2018. Motion carried 3-0.

FINANCIAL REPORTS:

Motion was made by W. Corbin and seconded by J. Coleman to approve the 4th Quarter 2017/2018 budget report. Motion Carried 3-0.

RESOLUTION 17/2018-16 - Budget Transfer of Funds

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

K. Tuthill gave an office update.

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

Approved: March 12, 2018